

9 September 2016

Dear Parent/Guardian

I am writing to you to remind you about the decisions the school has taken with regards to the equipment that has been installed in the playground. I hope you agree that it remains a terrific resource and I am happy to report that the children are still extremely enthusiastic and excited about it.

This equipment, whilst very exciting, carries with it an obvious heightened chance of injury. To this end, I wish to share with you the procedures the school has taken to minimise risk so as to reassure you that the school is doing the best it can to help reduce the likelihood of injury.

The school has completed the following:

- 1) All children have shared a lesson about the appropriate use of the equipment in class. (This will be repeated each year)
- 2) Class by class, children will go out with the adults in their room and be shown how to use the equipment appropriately. (This will be repeated each year)
- 3) Children will only be allowed on specific age related pieces of equipment
- 4) Risk assessments have been completed, documented and shared with staff, this includes regular checks on the integrity of the equipment. (This will be repeated each year)
- 5) The school chose to install safety surface under and around all equipment when in fact the fall height does not legally require it.

To further ensure your child's safety and help minimise risk I would like to give you the opportunity to request in writing that your child does not use the equipment if you still have concerns about their safety. If this is your request, it will be your child's responsibility to stay away from the equipment through regular reminders from yourself and class teacher.

Finally, during drop off (8:30-8:45) and pick up (3:10 or 3:15 onwards) during week days, you remain responsible for the actions of your child. The school accepts responsibility for your child/ren when it officially receives them through the doors into the main building but not before. The School retains responsibility until they are returned to you when school finishes at either 3.10pm or 3.15pm.

Given the above information, if your child walks to/back from school alone then they will not be allowed to play on the equipment during the times when they have not officially started 'in school'. If you walk to school with your child and therefore retain responsibility for them during drop off and pick up times, then the decision as to whether your child plays on the equipment is yours.

If you allow your child to play on the equipment, they may only use the equipment they have been trained to use and if you chose to allow your child on the equipment then you also choose to accept responsibility for any injuries they incur whilst they are under your charge. The school does not accept responsibility for any injuries that occur to your child during these times.

Please see over

For clarification the table below details which pieces of equipment have been recommended for particular age ranges. This information may help you to make appropriate decisions regarding your child's use whilst your responsibility.

Age	Climbing Frame	Wall Studs	Sm Trail	Lg Trail
Rec	√			
Y1		√	√	
Y2		√	√	
Y3		√	√	
Y4				√
Y5				√
Y6				√

You and your child/ren are most welcome to use the seating in the pavilions to rest at any time, please ensure however that the seating areas are used appropriately and your child/ren are not permitted to stand on the benches and that the side panels are not climbed over.

I hope this letter clarifies the current working arrangements that are in place to ensure the equipment is used appropriately and safely. If you have any questions about this letter please do not hesitate to contact me and by appointment I would be pleased to meet with you.

Yours sincerely

Mr Darren Smith  
Head Teacher