



King Henry VIII 3-19 School  
Ysgol 3-19 Brenin Harri'r VIII  
Headteacher: Mr J R Watson  
Website: [kinghenryviii3to19school.co.uk](http://kinghenryviii3to19school.co.uk)  
Email: [kinghenryviii319@schoolsedu.org.uk](mailto:kinghenryviii319@schoolsedu.org.uk)  
**Primary site**  
Llywnu Lane, Abergavenny, NP7 6AR  
Phone: 01873 735010  
**Secondary site**  
Old Hereford Road, Abergavenny, NP7 6EP  
Phone: 01873 735373

Thursday 7<sup>th</sup> December 2023

Dear Parents and Carers / Annwyl Rieni a gofalwyr,

**Re: Start of day arrangements**

I am delighted to let you know that our brand-new fence and gate is complete. This will further aid the security of our current secondary site.

This will also allow us to tighten up our start of day procedures to ensure a positive and efficient start for all our pupils.

Please note that the school day starts at 8.40am and pupils should be in their form rooms at this time.

From Monday 11<sup>th</sup> December the gates will be locked at 8.40am and after this point we will follow our late procedures if any pupil should arrive after this time.

It is important that pupils are on time every morning so they can take a full part in all form time activities and assemblies. This helps ensure a positive and successful day.

There may be occasions when pupils need to enter and leave the site during the school day for authorised reasons. In these situations, please can pupils press the button on the side of the school gate to contact reception. After this, pupils will need to sign in at reception. Pupils leaving school site during the school day, for pre-approved authorised reasons, must sign out at reception. This is important so we hold an accurate record of who is present on the school site, in case of emergency.

Please do not hesitate to contact us with any questions.

Many thanks for your positivity and support.

Yours sincerely / Yn gywir,

Mr Jonathan Watson  
Headteacher  
King Henry VIII 3-19 School