



# William Gilbert Endowed (Church of England) Primary School

Vicarage Lane, Duffield, Belper, Derbyshire, DE56 4EB  
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Headteacher: Mrs S J Whyld



27<sup>th</sup> March 2023

Dear Parents/Carers

I am writing to remind you of the retirement celebrations for Mrs Whyld at the end of this term. Mrs Whyld will begin her retirement at the start of the Easter holidays and her last working day will be Friday 31<sup>st</sup> March.

On **Wednesday March 29<sup>th</sup>**, the whole school will be taking part in our annual Easter celebration. We warmly invite you to join us in St Alkmund's Church at 2.00pm for this service.

On the afternoon of **Thursday 30<sup>th</sup> March**, there will be an open invitation for anyone wishing to pop into school and share their well wishes and goodbyes with Mrs Whyld. There will be informal refreshments between 1:30 and 3:30pm kindly provided by the PTA. Please feel free to spread the word to past parents, pupils and families who might like to take this opportunity.

On **Friday 31<sup>st</sup> March**, at the end of the day we will be clapping and waving farewell to Mrs Whyld in the William Gilbert tradition. I am writing to remind you that **all** pupils will be leaving school on Friday 31<sup>st</sup> March at **3.25pm**. This timing will particularly affect pupils in Reception, Year 1 and Year 2. Please make a note of this change and collect your infant child(ren) from the junior gate at 3:25pm on Friday 31<sup>st</sup> March.

All the children, with their class teacher, will be making a pathway for Mrs Whyld to walk through as we wave and clap her out. Once Mrs Whyld has walked past all the children and arrived at the junior balcony, class teachers will dismiss pupils. With over 200 pupils to dismiss safely from one exit, please support us by not taking your child without making eye contact with the class teacher and being patient whilst we provide individual handover for Reception, Year 1 and Year 2 pupils. Class teachers will talk to their class about the change in arrangements for this day. Year 3-6 pupils are familiar with departing school through the junior vehicle exit, but we will emphasise that they must not leave unless they can see their parent/carer. Please support us by talking to your child about who is collecting them that afternoon, and the importance of staying on the playground with their class teacher until they can see their parent/carer.

There will be a coned off area near the vehicle gate and fencing at the bottom of the playground for parents to stand, watch and wait.

Recent feedback suggests many past pupils and their families have expressed their intention to attend this event. With this in mind, please be aware that Vicarage Lane will be busier than usual. We would welcome your support by parking away from the school site and **walking** to and from school, wherever possible.

Please remember that Vicarage Lane is still an open road and although we have communicated these arrangements with local residents, I politely request that all parents/carers are mindful that residents may need to use Vicarage Lane during this time, and be respectful and polite in your conduct.

We look forward to welcoming you to the final events of this term to make Mrs Whyld's last days truly memorable.

Thank you for your continued support.

Yours sincerely

Mrs H Britten  
Deputy Headteacher