

## Department of PR/Communications

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Dear Parents,

### Student Safety

The following measures are in place for the security of your children:

- Any students leaving school during school hours must have a permission slip and a Gate Pass to leave. The Gate Pass must be signed by the Dean of Students, Deputy Director of Secondary or the Director of Secondary.
- Students may leave school at 15:35. Students will not be re-admitted once they have left the school premises.
- Students who catch the bus should not leave the school grounds as
  - They will not be re-admitted
  - AZAL will not pick them up from the road side.
- Students who have registered for clubs will be expected to attend their chosen club and will be allowed off the campus at 16:30. Students registered for clubs but not attending can expect to be disbarred from the club.
- Students catching buses will go home on the same bus number that they arrive to school on.
- If you wish to occasionally change this routine, we will need your written permission in advance. Please note that communications by telephone or email will not be acceptable.

Yours faithfully,

BISI Communications