THE GRANGE SCHOOL

Mr V Murray – Headteacher

November 2026

Dear Parents/Carers

Re: Bringing forgotten items into school for students

We have seen an increase in the number of items being brought into school during the day from parents/carers/family members for students, including PE kits, homework, ingredients, and other equipment.

Whilst we appreciate your support in ensuring students have everything they need, the delivery of these items to students by reception staff is becoming increasingly time-consuming and impacts their ability to carry out their daily duties.

Students have been reminded in assemblies this week that, should an item be brought into school for them, they will need to collect it from reception during break or lunchtime only. Staff are also unable to leave reception to deliver these items to students whilst in their lessons.

We also encourage students to check that they have all the equipment they need before leaving home each morning.

Thank you for your support and understanding.

If you have any questions regarding this matter, please do email the office via

office@grange.bucks.sch.uk

Yours faithfully

Mrs J Bell
PA to Headteacher