



# Coopers Lane Primary School

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**Head Teacher: Mr Paul Hooper**

20<sup>th</sup> March 2019

Dear Mums, Dads and Carers,

## Re: Lost Property

I am writing to ask for your help around the issue of lost property in school. We are dealing with an increasing number of lost or misplaced possessions and some children have not been able to locate expensive items of clothing that have disappeared.

Can you please help us to reduce the amount of lost property by:

- Ensuring that everything that your child brings to school (clothing or other item) is clearly named.
- Talking to your child about having responsibility for their possessions and what they can do to ensure they don't lose things.
- Regularly checking that your child hasn't mistakenly brought home an item of clothing or any other possession that is not their own.
- Returning any item that you have at home that may belong to another child to the school office.

We will be talking to the children about looking after their property in school and will do everything we can to ensure that they respect each other's possessions and take responsibility for their own. If we can all take these steps, I'm confident we can not only reduce the amount of lost property but also ensure that children do not lose valuable items.

Thank you for your continued support.

Yours sincerely,

James Mole  
Deputy Head Teacher