Dear Parent,

The following new rules ----- be introduced next term.

- In the morning, pupils ----- wait outside until the 8.45 bell.
- If it is raining, pupils ----- go straight to their classroom.
- Pupils ----- wear the correct uniform.
- Pupils ----- not wear jewellery, although they ----- wear studs in their ears.
- Pupils ----- never run in the school building.
- Pupils ----- bring their swimming costumes on Thursday.
- Pupils who ------ already swim 100 metres ----- bring their costumes on Friday.
- Pupils ----- behave at all times.
- + your own ideas!

Yours sincerely

Head teacher