



11<sup>th</sup> October 2020

Dear Parents/Carers,

I hope you are well and managing to cope during this second period of lockdown. I am delighted that we have managed to keep school open since half term without closing any bubbles but this is a day-to-day situation, when we receive daily news of more members of the school community going for tests.

There is a fair amount of information that I will need to share with you over the coming days but, for today, I just need to ensure that parents and carers still understand some very basic responsibilities. Unfortunately, we have had some families where children have been sent to school even though parents have displayed symptoms and are waiting for tests.

To be clear:

**If you, or anyone in your household, display the following symptoms;**

- **A high temperature**
- **A new continuous cough**
- **A loss of, or change in, sense of smell or taste**

**all members of the household should self-isolate until the symptomatic person takes a test and receives a negative result. This means that children should not be sent to school.**

**Please do not wait for a positive test result before keeping your children at home.**

I would also like to clarify for parents and carers, the start and finish times for school.

### **Mornings**

Years 1 to 6 should arrive at school in a 'window' between 8:35 and 8:55.

**Please do not arrive before 8:35.**

Foundation children can be dropped at their classrooms between 8:50 and 9:00.

### **Afternoons**

Foundation children can be collected between 2:45 and 2:55

Years 3, 4 & 6 are dismissed at 3.00pm

Year 1, 2 & 5 are dismissed at 3:10pm

As you know, we have a colour coded system of signs for managing the flow of people onto the school site in the evenings.

We strongly request that all adults on the school site wear face masks when dropping off or collecting their children.

With thanks for your on-going co-operation with these measures.

Yours faithfully,

Pete Taylor  
Head Teacher