

5th January 2020

Dear Parents/Carers,

We hope you are keeping safe despite the situation we find ourselves in. We are pleased to inform you that your child has been allocated a place at school starting from Thursday (7th January) for the duration of the national lockdown. We would like to make you aware of the following information:

- School starts at 8.40am and finishes at 3.00pm.
- There will be no breakfast club.
- Children should arrive on Thursday to their usual drop off points and staff will explain where they will be dropped off and picked up from then onwards.
- Children will be placed in year group bubbles and the covid risk assessment will be followed.
- The children will be engaging in formal learning so we would like them to wear their uniform jumper/cardigan with either the rest of their uniform or comfy clothes.
- We ask that if your child is absent that you contact the office using our normal attendance procedures.

Thank you for your continued support during this time and please do not hesitate to contact school if we can be of any further assistance.

Yours sincerely

Clare Cosgrove
Head of School