



New Close Primary School
An Acorn Education Trust School

Executive Headteacher: Mr S Porter
Headteacher: Mrs L Kilminster

18th September 2020

Dear Parents

Please find enclosed information regarding the procedures we have put in place should one or more class bubbles need to close and the steps we are taking to ensure that disruption to your child's learning is minimised.

Bubbles may need to close if:

- There is a positive case within that bubble or a positive case is linked to that bubble. Closure will be decided by the Health Protection Team
- We are unable to staff all bubbles safely due to staff illness/absenteeism
- Local lockdown

We hope that none of the above will occur but felt it was important to communicate with you in advance what will happen should the need arise.

Enclosed you will find:

- New Close Continuity Plan. This flow chart explains the procedures for the scenarios above.
- Home Learning Procedures (on the reverse of the flow chart).
- Log in information for you child's outlook 365 email account/guidance on TEAMS for live lessons.

In addition, today we have emailed you a questionnaire regarding the technology you have within your household. We would be grateful for a quick response on this so that in the event of bubble closure we are clear of each family's technical needs.

We would like to thank you for your support in this ever changing national situation and would like to reassure you that we continue to work hard to maintain continuity and stability within school.

Yours sincerely

Louise Kilminster
Head teacher

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