

**Ref: Update on operations for COVID:19**

Dear Parents/Carers

Thank you for your support to help us make the full return to school as safe and smooth as possible. Now that we have enjoyed a few days all working with our new regime we have made a few tweaks to our operations.

**Year 7 – As of Monday 7<sup>th</sup> September students enter front gate at 8.35am**

**Year 8 – As of Monday 7<sup>th</sup> September students enter front gate at 8.30am**

You will find attached the revised summary of logistics for each year group in both wet and dry weather conditions.

The students are adapting quickly and it is delightful to have their youthful exuberance filling our school once more.

In order to ensure we are all working together to mitigate risks I would ask parents to reinforce the following with youngsters:

- Bags are packed with the correct books, make sure you know which week it is (1 or 2)
- Make sure students have a full set of equipment to include a glue stick. We do not permit sharing of equipment
- Now that students know the entry times make sure they arrive for the specified times. We do not open the school early
- Chewing gum is not permitted
- Make sure students have an appropriate warm coat and gloves/hat as the weather starts to get colder. We have very limited internal social space

After consideration of recent guidance our Governors have directed us to make masks mandatory for all visitors. If you arrive without a mask we do have a supply by the front door and you will be asked to put one on before accessing the Reception area. If you have a health condition which warrants an exemption, please phone and let the office know in advance.

We have welcomed a number of parents who have dropped forgotten lunches/equipment into school to support a smooth start. Now that we have worked our way through the timetable could I ask parents to refrain from dropping into Reception unless absolutely necessary. If you do need to drop something off, please ensure it is clearly marked with your youngsters name and form and drop it into the container just inside the front door. The office staff will retrieve the items and store them until they are collected by the student.

Can we ask that you are mindful that our office staff are not qualified to decide whether a youngster needs to have a COVID test. If you are concerned about your child's health, call 111 and seek professional advice.

Please do contact us if you have any queries or concerns.

Yours sincerely

Julie McBrearty - Principal