Monday 23rd March 2020

Dear Parents,

As a key worker, your child will be spending time in school over the next few weeks/months. Within school, your child will be mixing with many more children and adults than would be the case if your child was able to stay at home. School **WILL NOT** be able to socially distance your child from others as well as you would be able to at home.

I cannot stress strongly enough that if you are **able to make provision at home for your child, you MUST do so**. Please consider the table at the end of this as a guide to whether your child **needs** to be in school. As a school, we need to do all we can to keep the children safe as an employer I have to do all I can to keep my staff and their families safe too. This cannot happen if there are a large amount of pupils coming in to school. I am asking every parent to be responsible and only use the school if you have to, **and not because you can and it is the easier option.** As stated in the previous letter, this is not an entitlement and the places should only be used if there is no other alternative.

Of course, we ARE here if you do need us. My staff and I are more than willing to support those frontline workers who are placing themselves at risk during this time. We will continue to do this for as long as it is necessary and as long as it is possible. Please also be aware that we are operating with a skeleton staff and as of tomorrow, the government will be directing those in the vulnerable groups to socially distance. This means that are staffing numbers will reduce further.

To ensure that school can continue to provide provision, and to keep your child safe, every child and adult who enters the building will need to follow the following rules:

* Freshly washed clothes need to be worn every day.
* School uniform is not needed. Casual clothes with trainers or other footwear suitable for sport should be worn.
* Children and adults should wash their hands thoroughly with soap and warm water as they leave their house in the morning.
* Children will also wash their hands thoroughly with soap and warm water as soon as they arrive at school.
* All children should bring their own named water bottle. We will not be using school cups.
* No bags, toys or extra equipment should be brought into school, except a lunchbox if your child has sandwiches from home.

**Please note that:**

* + School meals will be provided as normal.
	+ Please send your child with a healthy snack and drink if you would like them to have a snack at breaktime.
	+ All children will be entering and exiting the building using the front gates and then entering the Kool Kids Club door.
	+ If ANYONE in your household is displaying any symptoms of the virus, your child will not be able to attend for 14 days. Please continue to follow the Government guidelines which you can access via our website or <https://www.gov.uk/coronavirus>

We hope that you understand that the requirements listed above are for the safety of your children and my staff. If you have any queries please telephone the school.

Yours sincerely,

Mrs A. Rourke Executive Headteacher

