

2nd November 2020

Dear Parent / Carer,

It has been wonderful to see our students back in school, learning and seeing their friends.

You will be aware of the changes to the way the school operates, regarding our handwashing routines, regular cleaning, keeping students and staff in 'bubbles' and encouraging social distancing at the start and the end of day.

Following the increased rate of transmission nationally and the upcoming lockdown, we are looking at our own practices to ensure a safe school environment. Part of this will include increasing our frequency of cleaning during the school day.

We also want to outline a change that we will be making in the school from Thursday regarding face masks.

- **As of Thursday we will be asking all staff to wear face masks in school when they are moving around the building and in communal areas**
- **We are asking all parents and transport staff to be wearing a face mask when they arrive to school for drop off and collection**
- **We would encourage all secondary aged pupils to wear a mask when arriving to school and in corridors if they are able, though we understand for some of our students they may find this difficult and as such it is not mandatory; please do send your child in with a mask if they are able to wear one in communal areas**

We hope that you will agree this is a sensible measure that will add a layer of security that we feel is necessary to keep students and staff as safe as possible.

Please continue to be mindful of social distancing at drop off and collection times and to ensure you are contactable and liaising with us regularly around any health concerns.

Thank you as always for your continued support.

Yours faithfully,

Ruchi Datta
Head Teacher

