



Tuesday 5th January 2021

Advice to Parents & Carers of Vulnerable, EHCP or Key/Critical Worker parents

Dear Parents and Carers,

I can confirm that your child/ren is able to return to school from Wednesday 6th January because their individual circumstances meet the Government's criteria to allow them to return to school.

The purpose of this letter is to outline the procedures that all parents/carers of children returning to school are expected to follow to ensure that our community stays safe, and that we comply with COVID guidance.

In order to support social distancing and minimise contact a one-way system will be in operation around the site. We ask that all parents and children enter the site via the gates on Monksfield Way next to the Children's Centre and leave via the gates next to Monksfield Recreation Ground.

School day, arrival and dismissal:

- All children must be accompanied to school by an adult. They should not walk alone
- Timings of the school day will remain the same as they have been since October and this is detailed below
- The gates on Monksfield Way next to the Children's Centre will be open as usual from 8:25am and will close at 8.45am. In the afternoon the gates will open from 2.45pm, please do not arrive before this time
- The school will provide a free hot meal at lunchtime for all children. However, you may also provide your child with a packed lunch if you would prefer to do so
- Children should wear a full school uniform when attending school each day
- Children will be admitted into their year group bubbles through the following entry points (please note that dismissal will also be from these points):

Children in Year Group	Entry Point (08:30am)	Dismissal time **Dismissal point is the same as the entry point
Nursery and Reception	Reception Outdoor area	2.55pm
Year 1	Year 1 classroom	2.55pm
Year 2	Year 2 classroom	3.05pm
Year 3	Key Stage 2 playground	2.55pm
Year 4	Key Stage 2 playground	3:05pm
Year 5	Key Stage 2 playground	3:15pm
Year 6	Key Stage 2 playground	3:15pm



We appreciate your ongoing support and in order to continue to keep our school as safe as possible at this time, we are asking all parents and carers to agree to the following:

- Observing social distancing measures that are put in place around the school site
- Wearing a face covering inside the school site when dropping off and collecting
- Ensuring that children wash their hands before coming to school
- Making sure children do not bring any unnecessary items into school
- Talking to children about the importance of social distancing
- Collecting children from school within 30 minutes if the school suspects symptoms
- Undertaking a Covid -19 test if a child shows symptoms
- Not sending a child into school and self-isolating for 14 days if anyone in the house has symptoms or is unwell

As always, if you have any further questions or queries please contact the school office via email: enquiries@claycots.com or telephone 01753 521215.

I look forward to seeing you tomorrow.

Yours sincerely,

Sarah Mijatovich
Headteacher