



Tuesday 5<sup>th</sup> 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 6<sup>th</sup> 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.

### School day, arrival and dismissal:

- All children must be accompanied to school by an adult. They should not walk alone.
- Children should arrive at school at 08:30am.
- The Bath Road and Montem gates will be open from 08:25am and close at 8:45am. In the afternoon, they will open at 2:45pm. Please do not arrive earlier than this.
- Please ensure that you maintain strict social distancing and make your way to your child's entry point.
- On entering the premises, make your way to the main playground. Make your way to the entry point (detailed below), where your child will be met by a member of staff and registered. Please line up in a single file line to maintain distancing at all times.
- The school will provide a 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. They should bring a water bottle.
- 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):

<b>Children in Year Group</b>	<b>Entry Point (08:30am)</b>	<b>Dismissal time</b> **Dismissal point is the same as the entry point
Nursery and Reception	Grey Reception classroom doors (double doors)	3pm
Year 1	Class 1TJ	3pm
Year 2	Class 1CM	3pm
Year 3	Class 1SH	3:10pm
Year 4	Class 1AS	3:10pm
Year 5	Usual Year 5 entry point	3:15pm
Year 6	Usual Year 6 entry point	3:15pm



As always, a mask or suitable face covering must be worn on the premises by adults at all times, and strict social distancing must be maintained.

If you have been identified as a key/critical worker and wish for your child to attend on a part-time basis, please complete the online form available which will be e-mailed to you in due course.

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](mailto:enquiries@claycots.com) or telephone 01753 531415.

I look forward to seeing you tomorrow.

Yours sincerely,

Luke Graham  
Headteacher