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Headteacher: Mrs Evelyn Clayton B.A.Hons QTS

## Tuesday, 05 January 2021

Dear families,

I am sure you will appreciate that a lot of work needs to take place today to plan a way forward over the coming weeks.

Firstly, we need to confirm the numbers of children who have at least one parent who is a key worker and wish to send their child to school. Please can you complete the google survey sent out last night by 1.00pm at the latest today. Please also can you confirm by ringing the office if your child is vulnerable or has an EHCP and you intend them to return. By identifying you require a place this will confirm a commitment for your child to **attend five days a week as usual. The expectations regarding attendance and reporting an absence will remain the same**. This will be a necessary safety requirement for track and trace purposes.

If you are unsure of whether you are considered to be a critical worker at this time, please refer to the latest guidance document. We may require an ID badge or other identification document as proof of employment.

We need to balance the needs of families, with the need to reduce numbers within the school and therefore lower the risk of infection. A balance has to be found.

It is likely that staff shortages will be a regular issue throughout. Although every member of staff in the school is ready and willing to return to work, it is the sad reality that some may suffer from the virus, or at least have to spend periods of time self-isolating. Therefore, there needs to be flexibility built into any plans moving forward.

Our aim must be to cause the least amount of disruption to the children's education. I realise that many families will be negatively impacted by the decisions made, but this is the unavoidable consequence of the situation the country currently find itself in, not the individual decisions made by the school. All children will be fully supported whether they are in school or not.

I would be grateful if you could give us the time we need to work on our plans. We will be in contact with you at the earliest opportunity once decisions have been made.

Best wishes

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