



# Leigh and Bransford Primary School

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Headteacher: Stuart Bill BSc Hons, PGCE, NPQH

Friday, 20 March 2020

Dear parents,

## **Re: Critical workers only - arrangements for next week**

**Please only use this service if absolutely vital and only on the days/times you need to. If it is at all possible for children to be at home, then they should be.** It is safer for everyone concerned if we have the fewest possible numbers of individuals in the building at any one time as this will help to control the spread of the virus which is the number one priority for our country.

The purpose of this letter is to let you know how we are making provision for your children next week and what we are planning to do when they are here!

- We ask that pupils are dropped off from 8.45am and that entry to school is made strictly via the school office. You will be asked to sign your child in and to let us know when you are picking up and who is picking up your child.
- We would ask that all pupils wash their hands before coming to school and we will do the same at the start and end of the day here. Whilst here regular handwashing will continue.
- Please do not leave your children on the playground as there will be nobody on duty and you must sign them in.
- Your child should be picked at any time you do not need the service. Pick up will be from the school office and your child will need to be collected by 3.15pm. You will need to sign your child out.
- Please provide us with up to date emergency contact details.
- There is no need to wear school uniform and pupils should come in clothes that allow them to be active and get outside as much as possible.
- Black Pepper will continue to deliver meals to school if you have ordered them. Please remember to order your meals as usual.
- If you would like us to support your child with the work that has been set for them via Class Dojo, please send them in with a printed copy as we can't get into other teachers' or pupils' accounts here.
- We are planning an active, creative and enjoyable experience for your children that should support their well-being at this difficult time. Beyond the work set by each teacher we are not planning a highly academic experience. We want the time that they spend with us to be enjoyable and fun.
- We are exploring provision for the Easter holidays but await further guidance. When we know more we will let you know.
- Any questions, please ask – the office will be staffed 8.30am to 3.30pm during this period.

Yours sincerely,

Mr S Bill

Headteacher