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15th June 2020

Dear Parent,

I hope you and your family are all safe and well. I am contacting you to follow on from the recent government guidance change that, subject to the recorded cases of coronavirus across the country continuing to decline, we can explore enabling Year 3, 4 and 5 to have some time back in school before term ends.

To assist with the planning for this I need to know if your personal family circumstances may mean you prefer not to send your child in. I am aware that some parents might not want to send their child in for various reasons, such as concerns about a member of the family in a high risk group. The purpose of this letter is to gather responses to aid the school decision and put plans in place. There will be difficulty running both online lessons and in class lessons at the same time therefore I would have to adjust the timetable depending on how many wish to attend and how many prefer to stay working at home.

To help with your decision I share the following information.

- School buses are not running. Pupils attending will have to be brought in by car.
- There will be staggered arrival and earlier departure times to minimise contact. You will be informed of your child's times.
- Parents will be briefed on different drop off and collection points according to class.
- There will be additional hygiene measures in place which the children will be briefed on.
- Children will wear College tracksuit and parents will be briefed on what they may and may not bring with them.

We are already operating social distancing measures and we will be implementing additional measures and guidance as there will be more in school than we currently have. You will be notified of the details of this in my next letter.

I cannot set out more detailed information just yet as the question of numbers opting to attend is the key information needed, so would you please reply to the email below to confirm one of the following:

1. That you intend to send your child into school on the days to be offered before term ends.
2. That you do not intend to send your child into school this term for personal family reasons.



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3. You are undecided at this stage, in which case would you indicate what is the key factor affecting your decision, as we may be able to offer some guidance.

A prompt reply would be most appreciated. Once I have clarity on numbers Mrs Owen and I will discuss and make the necessary adjustments so that we can brief you by letter on the next step.

Please reply to school.secretary@ellesmere.com

Kind regards,

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