

**Headteacher**

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Beechfield School

Tuesday, 03 November 2020

COVID-19 Coronavirus update

Dear Parents and Carers,

Following the Prime Minister's announcement on Saturday and statement to Parliament yesterday, I am writing to provide an update on our plans.

This will be the first time we have operated at full capacity during a National Lockdown, however, we have been working since June to implement measures to ensure the safety of our children, families and staff.

We have not yet received anything from the Department for Education and are waiting for updated guidance. In the meantime, please take note of the following adjustments and reminders:

Masks

From Wednesday 4th November, we suggest that parent/carers consider wearing a face covering/mask on the school site. Even though you are outside, this further protects you, your children and our staff. Masks for staff at the school gate and classroom doors will not be mandatory but may be worn.

Social Distancing

When you drop off or collect your child from their classroom door, please ensure you maintain a distance from the staff and other parents. Please leave the school site as soon as you have collected your child/children and adhere to our one way system.

Communication

Messages or questions for staff should be emailed to the teacher or to the school office in order to maintain a flow during drop off and pick up.

Wraparound care and clubs

As it currently stands our wraparound care and clubs remain open. Please note that this may have to change if the government plans dictate.

School Office

Our school office remains closed to visitors – please continue to contact us via phone or email.

"Be Kind, Work Hard, Love Learning"

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I will update you when I receive the DFE guidance.

Yours sincerely,

Gillian Jackson
Headteacher

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