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Dear Parents/Carers,

**Year 2,3,4,5**

I hope you and your loved ones are all well.

Although your child is not in one of the classes to return in the first phase of re-opening, I would like to share with the whole school community, how we are going to approach the next step.

Following Sunday's announcement, the guidance is beginning to arrive in my inbox and we are now planning for a phased return to school initially for Years R, 1 and 6. If the criteria that the government has set has been met, this phased return will begin in the first week back after half term (the week beginning June 1<sup>st</sup>)

I am writing to all of you so that you are all aware of the planning stages. The first step is to gauge parents' views about their child's attendance. Parents in the three year groups will be sent an online questionnaire. Please complete this by Monday May 18<sup>th</sup>. We will then look at numbers and preferences and match it to what we are able to provide.

School leaders and governors have already discussed several aspects of the safety measures that we will adopt such as staggered entry /departure times and different entrances/exits, having a cleaner on site to regularly disinfect areas, smaller class sizes (maximum of 15 pupils in a classroom), removal of certain toys/resources etc. These measures will be specified in more detail next week.

Please note the responses to the questionnaire are to inform our planning only. As soon as I have finalised our plans, I will share them with you. As every family circumstance is different, there will be no obligation for your child to return when we re-open. We will respect your decision and there will be no pressure regarding attendance in the immediate future.

Lastly, the school will not be open to pupils on Monday, June 1<sup>st</sup> (a published training day) because all staff working with children will need to have training for the new procedures and safety measures.

Yours sincerely

Alison Higgins

