



Headteacher: Mrs Katherine Russell (B.Ed Hons, Dip, NPQH, MA)

31<sup>st</sup> December 2020

Dear Parents/Carers,

We hope you've had a lovely Christmas given the current circumstances, and here is hoping for a much more positive 2021.

As you may be aware from the press in recent days, primary schools will be opening as normal on Monday 4<sup>th</sup> January. Only primary schools in the worst affected areas are remaining closed, and Windsor & Maidenhead, and Slough are not currently in one of these areas. **We therefore look forward to welcoming the children back to school on Monday 4<sup>th</sup> January.**

We would like to take this opportunity to remind you of protocols that are critical to maintaining the safety of all the children and staff in our school community:

## DROP OFF AND PICKUP

- Children, whether arriving by car or on foot, must be dropped off and picked up in the **South Meadow Field**.
- Where possible – children should be **accompanied by one adult only please**.
- For ease of congestion there will be a window of time between **8:40am and 8:50am for drop-off** and a window of between **3:10pm and 3:20pm for pick-up**.  
***We ask that parents give due consideration to travel and parking time and are not late for these windows of time.***
- We continue to ask that parents are mindful of **social distancing requirements (1 metre plus)** from ANY other adult or child not in your family bubble and **do not approach teaching school staff in the field to convey information and messages to school regarding your child**.
- **Money, medication or forms** may be dropped with the Mrs Preston-Rees or Mrs Hilton at the 'mobile office' in the field at morning drop-off. **(Do not send money or medication in your children's bookbags)**
- **Messages or general enquiries** should be directed to the school office via phone or email, or use the Year group emails for class specific information for your child's teacher.

## TRAVEL OVER THE CHRISTMAS PERIOD

If you have travelled anywhere during the Christmas period that requires you and your family to quarantine, please do let us know on [office@etonporny.com](mailto:office@etonporny.com) and **do not attempt to come into school**. If you are unsure whether or not you need to quarantine, please check the travel corridor website as the restrictions are changing frequently <https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors> and speak to the school office on Monday 4<sup>th</sup> January BEFORE sending your child back to school



### **POSITIVE COVID-19**

If you or any member of your family/support bubble have received a positive test for COVID-19 over the Christmas holiday, please advise school office via email or phone, to confirm whether or not your child is able to return to school immediately.

If you or have member of your family/support bubble have developed symptoms of COVID-19 recently please advise the school office via email or phone to discuss isolation requirements. Do not attempt to send your child into school before you have spoken to the school office.

### **FACE COVERINGS**

For your information, updated guidance has required us to review our COVID-19 risk assessment at school. In response to this, school staff will be wearing face masks at all times **outside the classroom**. This will include during pick-up and drop-off in the field. **Please do not be alarmed by this, it is simply a precautionary measure in line with current guidance.** It would be helpful if parents could talk to and reassure your children about this measure. **Children of this age are NOT required, or advised, to wear face coverings** and we would request that they do not wear them and come to school as normal.

Whilst we are sure that many of you may feel anxious at this time, please be assured that all measures to minimise risk have been reviewed and we are confident that we are doing everything in our power to ensure the continued safety of our children and staff at school. If anyone feels they need any additional support or information at this time, please contact the school office (from Monday 4<sup>th</sup> January) and we would be happy to discuss what we can do to support you in any way possible.

With best regards

*Katherine Russell*

**Headteacher**