



Dear Parents/Carers,

As we now move into the fourth week of our return to school, I would like to thank you for your continued support during this unprecedented period.

Please may I remind you of the following:

Covid-19 Symptoms

Do not send your child to school if they have the following symptoms:

1. A high temperature.
2. A new, continuous cough.
3. A loss or change to their sense of smell or taste.

Face Masks

Please can you ensure that your child has a face covering or mask.

Primary school children will not wear face coverings or masks unless it becomes mandatory.

Masks for secondary pupils must be provided by their home, please also ensure that your child has a spare face mask at all times.

We expect them to use the mask in:

- Corridors
- Staircases
- Common entrance and exit points
- Canteen areas

At this present moment, we do not expect children to wear masks in classrooms.

There may be some children who are unable to do so due to a medical condition, in this instance can you contact the school and we will make arrangements for your child.

Chief Executive Officer: **Mrs Anita Johnson** B.Ed, NPQH

Visiting the School Site

Parents must not enter the school site unless there is an emergency or if necessary, invited to visit the school. We hope you will understand this and ensure that the majority of communication is through telephones or e-mail. It is essential that all staff and students are kept within our health and safety aspects.

Please do not drop off items for children in school. We will not be able to deliver them to your child.

Dropping Off/Collection of Children

If possible, please walk to school to drop off or collect your child but please do not meet your child at the school gates.

If your child comes to school by themselves, please encourage them to walk where possible.

No parent will be allowed to park inside the school. The only exception will be parents who are picking up children who have a disability and this will be done by prior approval.

Parents who have a disability badge for themselves will have to park outside the school gates as this badge is not for the child. The children can walk out to them. The school is private property and has its own accessible parking in place for staff.

Parents must not clog the highway up and cause a nuisance by parking in residential drives or blocking residents in.

Inclement Weather

As we approach the 'colder' months, please ensure that your child has a suitable coat which should be black with no logos.

It is also recommend if possible that you child has a suitable umbrella.

School Uniform

Unfortunately, we currently cannot allow free access to the school site due to the Covid19 restrictions. All enquiries must be by telephone or email to our uniform suppliers:

SCHOOL UNIFORM DIRECT (ESSEX) LTD

Telephone 01992 763679

E-Mail

info@schooluniformdirect.org.uk

All uniform orders are being sent directly to your home.

Yours sincerely,

Mrs. A. Johnson
Headteacher

CEO The Loxford School Trust

Chief Executive Officer: **Mrs Anita Johnson** B.Ed, NPQH