

September 11th 2020

Email: admin@horburyprimary.accordmat.org
Website: www.horburyprimary.accordmat.org

Dear Parents/Carers,

Executive Principal: Miss JK Tomlinson

I would like to start by thanking you for your patience and understanding at the beginning of this new school year as we have adapted to our new way of working and getting *all* children back into school. I have to say that I have seen lots of happy children around school, settled in their new classes and glad to be back! We are very glad to have them back too!

As we expected, we have learnt a little more about how things work and we have changed a few things to help with the smooth entry into and exit from school.

We have made a few amendments to our procedures detailed in the attached FAQs (highlighted in red) and we hope that this makes everything more explicit. Please take the time to read the information carefully and share this with other people who may be collecting or dropping off your children.

We would ask that parents avoid gathering on the pavement and arrive within the time slots allocated, you can arrive at any time within that ten minutes. The times indicated on the table are the earliest point that we would like you to arrive at school.

So, for example, if your child is in Year 3 Mammoths you must arrive at school at 8.40am (not before this) and we will be accepting children into school from this time onwards until 8.49am. We need all the Y3 Mammoths in school by 8.50am because we will then start to take in Year 3 Hippos at the same gate and door. This ten-minute slot should help you if you have children coming into school at different times-if you have an 8.40am and an 8.50am drop off, you can drop the 8.40am child at 8.49am and then the next child at 8.50am.

PLEASE REFER TO THE FAQ DOCUMENT FOR CLASS DROP OFF AND PICK UP INFORMATION.

PE

The children will be starting PE lessons in some of the classes from next week. At the moment these lessons will be outside only and we are asking that children are sent to school dressed in their PE kit (see FAQs) on PE days. Class teachers will let you know via Seesaw what day your child is doing PE.

Wraparound Care

We will be commencing wraparound care from **Monday 21st September** and further details and booking forms will be sent out separately today. Unfortunately, we may have to make a slight increase to charges to cover the extra staffing costs incurred in running this facility according to Covid-19 guidelines. Please note that we do not run this at a profit, but we do need to make it viable.

Reading Books

Reading books will be issued in the coming weeks and individual class teachers will inform you as to how this will operate.

The academy has conducted a thorough risk assessment, approved by our Trustees, which can be seen on the Covid-19 area of the website. Finally, can I just remind you that there should only be one parent/carer accompanying each child and remember to respect social distancing protocols between adults at all times.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'JK Tomlinson', with a long horizontal flourish extending to the right.

Miss JK Tomlinson
Executive Principal