



**WESTGATE
PRIMARY SCHOOL**

Striving for Excellence • Caring for Children



We're working towards Artsmark
Awarded by Arts Council England

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Tuesday 2nd June 2020

Dear Parents

Re: Reopening to Reception

Thank you for your survey responses, indicating your intentions for your child's attendance for the coming half term. I understand that this will have been a difficult decision for many of you, weighing up a wide range of considerations.

The class has been grouped into two groups, and even if you have indicated you do not expect your child to return they have been allocated to one of these groups, in case your plans change.

The half term has been divided as follows:

| Week A week commencing | Week B week commencing |
|---------------------------|---------------------------|
| | 08/06/20* |
| 15/06/20 | 22/06/20 |
| 29/06/20 | 06/07/20 |
| 13/07/20 | |

* In order to stagger the start dates for Y1 and Reception, Reception B will attend on Wednesday 10th June and Thursday 11th June only in their first week.

Attendance in each case will be Monday- Thursday only, 08:30- 14:45. Drop off and pick up is from the black Nursery gate. Everyone is required to observe social distancing at drop off and pick up. It is essential that you arrive punctually, ie not too early or too late. Any queuing should be done from the gate on Long Row stretching back towards Piper Lane/ Bradford Road, at 2 metre intervals. Children should not be accompanied by more than one adult. A member of staff will meet the children at the gate at the start of the day and escort them back to the gate at the end of the day: no parents will be allowed onsite.

You child will attend on **Week B**. The staff on Week B for Year 1 will be Mrs Jagger, Mrs Brogden and Miss Ellison.

Please note that we cannot accommodate any requests to change groups.

On the days your child attends they should bring:

- Their own water bottle;
- Packed lunch (if applicable);
- Reading book and reading record/ all other school property taken home at the start of lockdown;
- A light coat.

They should be able to fit everything they bring into their tray when it is placed on the floor including their coat (if applicable). Large bags or additional items/ equipment are not allowed. The cloakroom areas are not in use.

Children are encouraged to wear school uniform but this is not compulsory, as the most important thing is that they should come in fresh on, clean clothes every day, and their clothes should be washed at the end of every school day. Long hair must be fully tied back.

I am also enclosing an updated menu for school meals. If your child is returning to school and you would now like to request a school meal, please let Mrs Bleasdale know via the school office.

In accordance with the updated risk assessment provided by Leeds City Council, I must ask that where parents change their decision about their child attending school in this period, you must give us a minimum of 3 working days' notice. So, if you decide that your child will now start to attend school, you should let us know by 09:00 on the Wednesday before their next Monday's attendance. Children may only commence attendance on a Monday, and not partway through a week.

Please ensure you read again thoroughly the plans which I sent home last week, so you understand the limits and expectations within these for your family.

Thank you for your continued support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Helen Carpenter', written in a cursive style.

Helen Carpenter
Head teacher