



Headteacher: Ms H.R. Carpenter ● email: info@westgateprimary.co.uk

DATE 2020

Dear Parents

Re: Childcare for week commencing 01/06/20

Thank you for your survey responses, indicating your childcare needs for next week. I can confirm that for future weeks, if you have indicated that your bookings will remain the same days/ times each week, you do not need to fill in the weekly attendance form unless your needs change. I will still send the form out to everyone, however, just in case.

Please ensure that you arrive at the time you have indicated on your form. Because we are beginning to reopen to more children onsite, there are some minor changes to childcare from Monday, to ensure that it continues to be as safe as possible while our numbers increase. As school is also a bit more 'school-like', some expectations have changed slightly too. I will summarise these for you now:

Your child has been allocated to a keyworker bubble. This means they will have the same staff every day they attend, in the same room, and this will not change from week to week. We are now beginning to serve school meals, eaten in their classroom, to those of you who have ordered a school meal. Packed lunches and snacks must adhere to the school packed lunch policy, which you can find <u>here</u>. Please ensure that you read this carefully if you are planning on sending a packed lunch.

The bubble your child has been allocated to is Keyworker Bubble B. The staff for this bubble are Mrs Hattersley and Mrs Pollhammer and they are based in the Y3 classroom.

You should bring your child **to the playground gate on Scarborough Road**, at the time you have indicated. This is also where you will pick your child up. I or a member of staff from their bubble will meet you there and escort your child to and from their classroom, as parents will not be allowed onsite.

On the days your child attends they should bring:

- Their own water bottle and snack;
- Packed lunch (if applicable);
- Reading book and reading record/ any 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 under their desk, 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 this 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.

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

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Helen Carpenter Head teacher