

Summer Lane Exeter Devon EX4 8NN

Phone 01392 466208

e-mail: admin@willowbrook.devon.sch.uk Website: <u>www.willowbrook.devon.sch.uk</u>

1st December 2020

Headteacher: Mrs M Marlow

Dear Parents/Carer,

Happy New Year to everyone, and let's hope for a positive 2021!

We will be open as normal for all children as planned from Tuesday 5<sup>th</sup> January. As a school we have given this thorough consideration and have reviewed our risk assessment. We consider that school is the best place for children to be currently and that we have measures in place to keep children as safe as possible.

The situation will be kept under regular review as things change; if we have learnt anything, it is that things are always changing!

To help this work and to keep everyone safe, please can you continue to do the following:

- No one should be on the school site before 8:20am. Doors are open from 8:30.
- Where a child is accompanied, this should be by one adult only this helps us to reduce the number of people on site.
- Please maintain social distance from other adults and households.
- Please ensure that you are not mixing with other households indoors in line with government guidance.
- Children should be collected by a household member or someone in your support bubble.
- Please do not arrange to meet other children on the school site.
- All adults and children over 11 must wear face coverings on school site unless they are exempt.
- If you need to contact the school, please use the admin email unless it is an urgent matter.

I realise that this might seem a lot but it will all really help to keep our whole school community as safe as possible.

**Kind Regards** 

Mrs M Marlow