

19<sup>th</sup> October 2020

Dear Parent/ Carer,

## Re: Pupils leaving school during emergency circumstances

We are writing to give you advance notice that in the event of an emergency we may need to send your child home promptly.

Due to COVID this is more likely to occur given the current guidance we are all working to. In the event of your child being identified as a close contact of a positive COVID case, it will be necessary to send them home to isolate immediately to prevent further spread.

There may be further occasions, which hopefully will not be frequent, such as adverse weather conditions including heavy/severe snowfall or where we have gas/electrical issues that affect the safe running of the school.

Pupils will be given permission to contact you in the event they are being sent home and we will always endeavour to issue a text message to notify you prior to sending your child home. Updates will also be on our website with relevant details and information where appropriate.

If you have any concerns please do not hesitate to contact

Yours faithfully,

L Hanson

Mrs L Hanson Headteacher

**RESPECT • ASPIRATION • DETERMINATION • INDEPENDENCE**