

*Developing deep roots to grow the strongest trees.*

*Head teacher* Mrs. Helen Morrall  
*Deputy Head teacher* Mr Jamie Pell  
*Business Manager* Mrs. Allison Munns  
*Bursar* Mrs Denise Cable

*Chair of Governors* Mr Stewart Miller  
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Tuesday 19<sup>th</sup> October 2021

Dear parents and carers,

We are very much looking forward to welcoming you to our prospective parent Open Evening on Wednesday 3<sup>rd</sup> November. The evening will comprise of a talk by myself, including videos of our school in action, a chance to ask questions, meet staff and have a short tour of the school. As you know, this is a slightly adjusted approach due to the ongoing Covid 19 situation and, as such, we would appreciate your support with the following arrangements:

- Please do NOT attend if you are experiencing any Covid-19 symptoms OR have tested positive for Covid-19 in the past 10 days;
- We request you complete an at home Lateral Flow test on the day of the Open Evening and only attend if the result is negative (and you have no symptoms);
- Only the adults booked in will be able to be admitted and will be sat together, socially distanced from others;
- We would advise you wear a face covering;
- We apologise that we are unable to accommodate children at the open evening

We will also implement the following measures:

- Meeting in a well-ventilated space (please dress warmly!)
- Socially distanced seating
- Staff will be lateral flow tested
- Tour of school in smaller groups, allowing for social distancing

Thank you in advance for your support and understanding of these measures that are for the safety of everyone attending, our pupils and wider school community. We hope the evening will give you a flavour of our fantastic school and an insight into being part of our school 'family'.

We look forward to meeting you on 3<sup>rd</sup> November. If you have any questions in advance of the evening, please contact the school.

Yours sincerely,

*Helen Morrall*

Headteacher