



# Five Ways Primary School

Langholm Drive  
Heath Hayes  
Cannock  
Staffs  
WS12 2EZ

Headteacher:  
Telephone:  
Website:  
Email:

Mrs Rachel Mander B.Ed. Hons  
01543 278071  
www.fiveways.staffs.sch.uk  
admin@fiveways.staffs.sch.uk

13<sup>th</sup> July 2020

Dear Parents,

On 2nd July, the government published the guidance for schools on preparing for all pupils to return to school in September. Since then I have been working with the Governing Body and Senior Leadership Team at Five Ways to create a plan which is in line with the guidance, will work for our school site and will support keeping pupils, parents and staff as safe as possible. This has been a huge task however, I am now in a position to confirm the final arrangements, so that your child feels comfortable to return to school in September; we have tried our very best to provide a quality smooth transition back into school that is as close as possible to our usual procedures.

School will open to pupils in all year groups from Wednesday 2nd September 2020. As you would expect, in order to keep everyone as safe as possible and in line with government guidance, there will be important measures in place which we all need to adhere to. Please read the information below carefully and contact the school office if you have any queries or concerns.

## How will my child be prepared for moving to their new classteacher?

All children will return to school on Wednesday 2<sup>nd</sup> September and will spend 2 weeks with their original classteacher from the year 2019 – 2020. This way, children will not need to worry about moving into a new classroom with a new teacher before taking part in valuable transition activities.

During the first 2 weeks of the autumn term, your child will spend time with their original classteacher, adjusting to school life and getting back into a 'normal' routine. It was felt that your child's previous teacher would be best placed to welcome your child back to school after such a long time, and would be the most appropriate member of staff to assess your child's well-being and needs after being away from school for 5 months.

During this 2 week period, your child will meet their new classteacher and will spend a whole day in their new classroom becoming familiar with their new environment. Parents will be given the opportunity to drop off and collect your child from their new classroom before they make the transition to their new year group on Monday 14<sup>th</sup> September.

Parents of children commencing Reception and Nursery will have had a separate letter regarding their induction days and their start date at Five Ways.

## Will 'Welcome' Meetings go ahead in September?

Sadly, in line with government guidance, we are not able to deliver our usual 'Welcome' meetings for parents in the school hall, as large gatherings involving adults are not permitted. For this reason, a virtual 'Welcome' presentation will be made available for you to view on Monday 7<sup>th</sup> September. The presentation will include photographs to introduce all members



of the teaching team and support staff team that will be working with your child from 14<sup>th</sup> September onwards. It will also contain specific details about the organisation of a typical day in your child's new year group and a virtual tour showcasing classrooms within your child's new year group, along with cloakroom areas, etc. You will be emailed a link to the presentation during the morning of Monday 7<sup>th</sup> September.

Parents will also be sent a 'Welcome' letter from your child's new Year Leader on 7<sup>th</sup> September, that will accompany the presentation.

#### When will my child be informed of their new classteacher?

I understand that regardless of the information outlined above, pupils and parents would wish to know who would be teaching which classes from 14<sup>th</sup> September. For that reason, please see the additional document emailed home today with this letter, showing a table detailing your child's current teacher from 2019 – 2020 and their new teacher from 14<sup>th</sup> September. **Year 3 parents are also asked to refer to an extra document, explaining our rationale for organising Year 3 classes slightly differently for the academic year, 2020 – 2021.**

#### When will my child take part in transition days?

Your child's new classteacher will spend a day with their new class on Wednesday 9<sup>th</sup> September.

In addition, your child will spend a day with their new classteacher in their new classroom on Thursday 10<sup>th</sup> September. Parents will be informed of your child's new classroom and are asked to drop off and collect your child from this classroom on 10<sup>th</sup> September. **(Further details, including a map showing your child's new classroom and entrance / exit doors / zones, will be sent home from your child's new Year Leader on 7<sup>th</sup> September and will form part of the 'Welcome' presentation and letter.)**

Following these transition days, school will be **CLOSED** to **ALL** pupils on **Friday 11<sup>th</sup> September** to enable us to carry out a deep clean and prepare for welcoming children into their new classrooms with their new teachers from 14<sup>th</sup> September.

#### When will parents be able to meet their child's new classteacher?

We are aware that this year, induction arrangements are very different due to Covid-19 however, we still want to develop further our strong partnership with you, to ensure that your child has the best possible return to school life. For this reason, we are pleased to provide you with an opportunity to meet with your child's new classteacher, virtually, via the Zoom app after they have had the chance to get to know your child and your child has spent a couple of weeks with their new teacher. The meeting will enable you to discuss with staff how your child has settled and if any issues have arisen. The virtual meetings will take place during the week beginning 28<sup>th</sup> September. As before, each meeting will run for approximately 10 minutes and appointments will be available after school from 3.30pm – 5.00pm that week. We will also be offering one late night for meetings to take place on Thursday 1<sup>st</sup> October from 6.00pm – 8.00pm. You will be sent a link via email, which will take you to the online booking system to select a time convenient for you.

The online booking service will be available to access from **9.00am on Monday 14<sup>th</sup> September** until **Thursday 24<sup>th</sup> September at 4.00pm**. If you do not have internet access, it is still possible to take part in a meeting over the telephone; please ring the school office and discuss this with a member of the office staff who will book a telephone appointment for you. Please do not hesitate to contact the school office if you do experience any problems with the



online booking service and please ensure we have your most up to date email address and mobile telephone number to enable us to contact you.

After booking your appointment, your invitation will be emailed to you by your child's classteacher, stating the date and time of your allocated Zoom meeting. Emails confirming your invitation to your Zoom meeting will be sent out from Friday 25th September onwards.

### Will parents be invited to a Parents' Evening Appointment?

In November, as long as guidance related to Covid-19 permits, you will be invited to attend a 'Parents' Consultation Evening' to discuss your child's learning. You will be able to look at their work, see their classrooms and be involved in setting their 'next steps'. If this is not possible due to Covid-19, these appointments will be conducted virtually – more details to follow.

### Who will my child have contact with in school?

We will be organising children into 'bubbles'. Your child will work within their class and year group 'bubble', which will be their full year group (approx. 90 pupils) and will not mix with children from other year groups. We will implement staggered drop off times, pick up times, break times and lunchtimes to ensure that year groups do not mix. Your child will work with their classteacher, teaching assistant and specialist teachers/teaching assistants, such as Mr McFarlane, who is our music specialist, or Mr Redpath, who is one of our PE specialists, who take certain classes at allocated times through the week. They will also come into contact with lunchtime supervisors. The use of supply teachers will be kept to a minimum but it may be necessary if our staff become ill. Class and year group assemblies will take place however, there will be no Key Stage assemblies or whole school gatherings for the time being. Children will eat packed lunches in their classrooms if they do not opt to have a hot meal. Hot school meals will be served and eaten in the lunch hall and children from different year groups will not mix.

### How will my child's classrooms be organised?

Desks and tables in each classroom will be arranged in rows so pupils can sit side by side and face forwards. Each pupil will be allocated their own seat and this is where they will work each day.

In Nursery and Reception, where learning is less formal, children sitting at tables will be encouraged to sit side by side, and children will be split into smaller groups and encouraged to play in different areas of the room.

It is important to point out that as acknowledged by the government, social distancing between younger children, including all those in primary education, is much more difficult and is unlikely to be achievable. This is why pupils will remain within their year group 'bubbles' and not mix with any other year group 'bubble'.

Although staff will obviously be working closely with your child to support them, they will not be as physically close to them as before the school closures.

We would appreciate your support in talking to your child in an age appropriate way, about social distancing and the importance of them not hugging each other or their allocated member of staff.



Five Ways is a social place and we appreciate that not being able to mix with peers in other year groups will be difficult for some pupils but for everyone's safety, we need to follow guidelines about not mixing year groups.

#### What time will my child start and finish school?

In line with government guidance, we will be staggering start and finish times to the day to ensure year groups do not mix and to allow additional social distancing between the adults on site.

Staggered opening times will vary between 8.45am and 9.00am and closing times will vary from 3.00pm – 3.15pm. It is essential that children are dropped off and picked up at the specified times to avoid overcrowding and gathering of parents on or near the school site. We understand that some parents may have two or more pupils in different year groups attending school. In these circumstances, all children from the same family can be dropped off at the time of the earliest child. They can also be collected at the time of your latest child.

There will remain restricted use of the school buildings with much of the site closed off to parents. Parents and pupils will only be able to enter the school site through the main pedestrian gate at the front of the school. Depending on the classroom that your child/ren is being taught in and the age of your child/ren, you will be directed towards certain external doors or areas (zones) of the school to drop off and collect from. All doors and zones will be detailed in a follow up email later today, and a map will also be attached with all doors / zones labelled.

In addition, there will be a one way system in operation around the site. Parents will enter the site using the main pedestrian gate, drop their child/ren at their allocated door / zone and then continue walking to exit out of the side gate leading onto Hill Street or the top gate leading to the junction by Chaplain Road. Parents are asked not to turn and walk out of the school site through the main pedestrian gate as the path is not wide enough to ensure suitable social distancing. The one way system will be clearly signposted and a member of the Senior Leadership Team will be available to direct parents each morning and afternoon, upon arrival and departure from the school site.

In addition, markings will be placed along any narrow paths leading to/from certain doors / zones as a guide to ensure an appropriate social distance. Queuing systems will be operated and parents will be encouraged to stay 2m distance away from each other.

In the email you receive later today, you will be informed of your child's entrance door / zone as well as your child's start time and their finish time. Your child's new Year Leader will inform you of any changes to these arrangements related to your child's new year group, in the 'Welcome' presentation and accompanying letter (and updated map) that you will receive on 7<sup>th</sup> September.

**Please see table the detailed below with your child's start and finish time, their entry and exit doors / zones and the gate to be used when exiting the school site:**



Current year group from 2019 - 2020	Start / finish time	Drop off door / Zone	Collection door / Zone	Exit gate
Nursery	Start: 8.45am Finish: 3.15pm	Zone A at usual external Nursery doors.	Zone A at usual external Nursery doors.	Follow the one way system around the EY/KS1 building, and exit via the side gate leading out onto Hill Street.
Reception	Start: 9.00am Finish: 3.15pm	Walk around towards Zone A, and follow the path round to your child's usual Reception external classroom door.	Walk around towards Zone A, and follow the path round to your child's usual Reception external classroom door.	Follow the one way system around the EY/KS1 building, and exit via the side gate leading out onto Hill Street.
Year 1	Start: 8.45am Finish: 3.00pm	Zone B - Walk through courtyard gate close to the reception main entrance, and children enter via communal door 1.	Miss Cattell's class leave via door 3.  Miss Buchan's and Mrs S Robinson's classes will be dismissed from the KS1 playground. <b>All parents, please wait behind the railings.</b>	Parents wait behind the railings and exit via the side gate leading out onto Hill Street.
Year 2	Start: 9.00am Finish: 3.15pm	Zone B - Walk through courtyard gate close to the reception main entrance, and children enter via communal door 1.	Miss Wright's and Miss Fereday's classes exit via door 1 - Parents wait behind the railings in Zone B.  Mrs Horton's class exit via door 2 - Parents wait behind the railings in Zone B.	Parents wait behind the railings in Zone B and exit via the side gate leading out onto Hill Street.
Year 3	Start: 8.45am Finish: 3.00pm	Walk towards Zone A and follow the path towards Zone C. Walk across the basketball yard and children enter via door 5.	Walk towards Zone A and follow the path towards Zone C. Walk across the basketball yard and children exit via door 5.	Exit via the top gate leading to the junction by Chaplain Road.

Year 4	Start: 8.45am Finish: 3.00pm	Walk towards Zone A and follow the path towards Zone C. Walk across the basketball yard and children enter via door 4.	Walk towards Zone A and follow the path towards Zone C. Walk across the basketball yard and children exit via door 4.	Exit via the top gate leading to the junction by Chaplain Road.
Year 5	Start: 9.00am Finish: 3.15pm	Zone D Mrs Langston's and Miss Lane's classes to enter via door 6.  For Miss Kershaw's class, walk around towards Zone A, and follow the path round to door 7.	Zone D – Mrs Langston's and Miss Lane's classes will exit via door 6.  Miss Kershaw's class will exit via door 7.	Parents of pupils in Mrs Langston's and Miss Lane's classes are asked to walk back towards the KS1 building and exit via the side gate leading out onto Hill Street.  Parents of pupils in Miss Kershaw's class are asked to walk around the KS1 building and exit via the side gate leading out onto Hill Street.
<ul style="list-style-type: none"> <li>• <b>Please note, all children from the same family can be dropped off at the time of the earliest child. They can also be collected at the time of your latest child.</b></li> <li>• <b>Please drop off your youngest child first, and join the one way system to enable you to drop off your oldest child next.</b></li> <li>• <b>Parents dropping off an older child after going to Mrs Young's and Mrs Ball's class, can walk down the path leading down to KS2 and join the route out of school via the top gate leading to the junction by Chaplain Road.</b></li> </ul>				

### Who can drop off my child and pick them up?

Only 1 adult should accompany a child onto site to drop off in the morning and collect in the afternoon. This will minimise the number of adults on site. Where possible, we would ask that Year 5 and Year 6 pupils are left at the main pedestrian gate at the front of the school to walk onto site themselves and meet parents at the gate in the afternoon. If you are giving permission for your Year 5 or Year 6 child to walk home alone or meet you outside of the gates, please inform the school office of this at [hometime@fiveways.staffs.sch.uk](mailto:hometime@fiveways.staffs.sch.uk). If your child is in Year 5 or Year 6, it is important that you inform the school office if they are able to walk off site/home alone, or your child may not be released at the end of the day without us contacting you first for verbal permission.

### Where will my child play?

Each year group bubble will have an allocated play time and a zoned area of the playground. They will not be able to mix with children from other year groups.

### Will my child be required to wear school uniform?

All children will be expected to wear full school uniform and black sensible school shoes. School PE kits will also be required.



During autumn children will be taking part in lots of outdoor PE so in addition to their usual PE kit please could all children be provided with some comfortable jogging or tracksuit bottoms/leggings and a warm hoodie and trainers suitable for outdoor use. Ideally this could be kept in a separate bag. We are not expecting you to go to great expense, we simply want to ensure that children are warm enough when taking part in outdoor PE as the weather gets colder.

#### What will my child need to bring to school?

Each child will be allocated their own set of basic equipment, e.g. pencil, pen, etc. They will use the same equipment each day. Any shared equipment, such as maths apparatus or PE equipment will be cleaned regularly. Everything your child needs will be provided by school and therefore pencil cases **do not** need to be brought into school. Younger pupils are also asked not to bring items from home for 'show and tell'.

It is still recommended that pupils limit the amount of equipment they bring into school each day therefore, only essential equipment is permitted. These include: lunch boxes if appropriate, hats, coats, books, and mobile phones for older pupils. Bags are also allowed. Children should bring their PE kits to school on their PE days and will be expected to change into their kit for PE lessons. Home-Link books and drink bottles are permitted.

#### Will my child be given a reading book and will they be able to bring it home?

On 14<sup>th</sup> September, home reading will resume. This date has been set as we have been able to purchase some new reading scheme books due to funding donated kindly by our PTFA, and we are in the process of amalgamating the new scheme books with the old ones. We also need to wait until any reading books still at home since we went into lockdown, are returned to school in September, before being able to complete a total inventory of all the reading books belonging to Five Ways. Once this is done, home reading will commence on 14<sup>th</sup> September.

I would like to reassure you that when a book is returned, it will be stored in a safe place and left in 'quarantine' before it is placed back on a shelf.

#### What snacks will my child have?

Early Years and KS1 pupils will be supplied with snacks each morning and afternoon. Any snack money already paid, will be rolled over from the end of March into the autumn term. Where drinks are served to Early Years and KS1 pupils during snack times, a beaker will be allocated to each pupil and these will be washed in the dishwasher overnight.

Pupils in KS2 are encouraged to bring a healthy snack of fruit or a cereal bar if they wish for morning break and afternoon break.

Pupils in KS1 and KS2 are permitted to bring water to school in clear plastic drinks containers.

#### What additional actions will be taken to ensure good hygiene?

Good personal hygiene will remain a priority for pupils during the day, including a strong emphasis on regular handwashing. Where handwashing facilities are not available within a classroom, hand sanitiser will be provided along with tissues and bins for disposal. Tissue bins will be double bagged. Some pupils may wish to bring into school their own hand sanitiser; this should be for personal use only and children should be self-sufficient in being able to use and apply it safely. However, I would like to reassure you that hand sanitiser will be provided in each classroom. We would be grateful for continued good hygiene at home to promote everyone's safety.



As per the advice from The Government, the following actions for infection control remain in place:

- Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances:
  - Before leaving home
  - On arrival at school
  - After using the toilet
  - After breaks and sporting activities
  - Before food preparation
  - Before eating any food, including snacks
  - Before leaving school
  - At regular intervals throughout the day
- Ensuring pupils and staff understand that they must cover their cough or sneeze with a tissue, then throw the tissue away.

#### What additional cleaning will take place?

Our cleaning service has been briefed about the importance and priority that must be placed on cleaning once all pupils return to school. Particular areas of focus will be touch points such as door handles, desks, chairs and toilets. A daily clean will take place as normal at the end of each school day with a focus on communal areas and hard services. Additional cleaning materials have also been purchased for classrooms so further cleaning can take place throughout the day as required.

Toys and equipment will be cleaned more regularly throughout the school day. Soft furnishings will be removed from classrooms.

#### How will movement around corridors be controlled?

The number of children going to the toilets at any one time will be limited to avoid excessive crossing and over crowding in corridors.

#### What should I do if my child is unwell?

Your child must not come to school if they feel unwell in any way. If they are displaying symptoms of Covid-19, they are eligible for a test which can be sourced by phoning NHS test and trace on 119. As soon as you receive the result of any tests school needs to be informed so appropriate action can be taken.

#### What will happen if my child becomes unwell during the school day?

Any child who becomes ill during the school day with coronavirus symptoms will be removed from their class bubble and cared for by a member of staff. Parents will be phoned and asked to collect their child as soon as possible. For this reason, it is crucial that our records of your contacts details are up to date so we are able to contact someone at all times. Children will be kept separated from their peers until they are able to be collected. If a child is deemed significantly unwell or declines quickly, we will contact 999 for emergency support. Parents will be advised to source a test for their child before they return to school. Once a negative result has been given, children can return to school as soon as they feel well enough.

#### What do I need to do if my child, or someone in my household, tests positive for Covid-19?

If your child (or anyone else in your household) tests positive for Covid-19, you must not bring your child to school and must self-isolate in accordance with medical advice.

#### What will happen if there is a confirmed case of Covid-19 in my child's year group bubble?

If there is a confirmed case of Covid-19 in your child's class or year group bubble, you will be contacted as soon as possible to collect your child from school. Following this, there will be a period of self-isolation for 14 days from the last contact with the affected person for everyone





in that year group and pupils will not be able to come to school during that period. Further details regarding requirements of self-isolation will be sent to affected year groups if needed.

#### Will home learning still be available?

When all year groups return to school, work will no longer be set via classteacher weekly letters. However, if a whole year group is isolating, work will be set for those children for the period of isolation. If a child is self-isolating due to the illness of someone else in their household, they will be directed to online resources such as BBC Bitesize and Oak Academy.

#### Will school lunches be available?

School lunches can be purchased in the usual way using Parent Pay. Children who purchase a hot school meal or who are eligible for free school meals, and wish to order a hot meal, will eat their meal in the lunch hall. Pupils who opt to order ham or cheese sandwiches from the school kitchen, or choose to bring in a packed lunch from home will eat it in their classroom. All children in Reception, Year 1 and Year 2 will have a school meal provided each day. Reception pupils will be served their meal from a serving trolley close to their classroom, and will eat their school meal in their classroom. All other hot school meals will be served and eaten in the lunch hall and children from different year groups will not mix. The menus may be slightly more limited than normal.

To enable us to accommodate pupils safely in the lunch hall, pupils will be asked to state, each morning, during register time, if they have brought a packed lunch from home or if they wish to have ham or cheese sandwiches from our school kitchen or a hot meal from our kitchen. This way, we can arrange for ham and cheese sandwiches to be delivered to your child's classroom and only pupils who have opted for a hot meal will be escorted to the lunch hall. This system will enable us to reduce the number of children entering the lunch hall and will allow us to seat the children in the hall side by side, and not opposite one another.

The lunch hall will be cleaned in between year group sittings.

#### Will statutory tests take place next year?

The government has indicated that statutory assessments will take place largely as normal including EYFS, Y1 phonic screening, end of KS1, Y4 multiplication tables check and KS2 SATs. More information will be sent to affected year groups nearer to the time.

#### Will I be able to speak to my child's classteacher or the office?

Our ethos of an 'open door policy' very much remains albeit by telephone and email or your child's Home-Link book (Year 1 to Year 6 only) during the autumn term. If you would like to speak to your child's classteacher, please phone or email the office or write a message in your child's Home-Link book (Year 1 – Year 6 only) and your child's teacher will contact you by phone.

The office will be **CLOSED** to visitors and parents. Parents will not be able to enter the office area with queries or have face to face meetings with teachers at the present time. No parents will be permitted inside the school building without prior arrangement agreed by the Senior Leadership Team.

We would really appreciate your support with following these guidelines for the continued safety of everyone.

If in an emergency or after gaining permission, you need to visit the school office, please keep your distance from the sliding window. For the safety of everyone, this may remain closed to



act a shield between parents and office staff during conversations. Only one parent or visitor should be in the office entrance area at any one time.

Will my child be able to use the outdoor play equipment?

The trim trail and outdoor gym equipment will not be able to be in use at the current time. Children will not be allowed to use the equipment at the beginning or end of the day as it will not be regularly cleaned.

Will my child take part in PE lessons?

PE lessons will commence as normal in September however, the same strict measures will be followed. Any PE and sports equipment will be cleaned between use and contact sport will not take place. The gymnastics equipment such as wall bars and floor mats will also be out of use for the time being. Children will be expected to change into their P.E. kit.

Will breakfast and after school club be open?

Both clubs will be open. Breakfast club will be open from 7.45am and the after school club will close at 5.30pm. The club will take place in the KS1 hall for the older children and the Nursery department for our younger children. Pupils within these areas will remain with other pupils from their year group to maintain the year group bubble system. Parents should drop pupils at breakfast club and collect from after school club from the main entrance door close to the school office, or Miss Grice's external door in Nursery depending on the age of your child. If you wish to secure a place for your child or you wish to confirm that your child will be returning to breakfast club / after school club, please email Mrs Buck at [extendedprovision@fiveways.staffs.sch.uk](mailto:extendedprovision@fiveways.staffs.sch.uk). This must be done by Thursday 16<sup>th</sup> July as the email account will not be monitored over the summer break.

Will after school extra-curricular clubs take place?

Clubs such as football and multi-skills will not take place at the current time.

Will school staff be wearing PPE?

Staff will not be wearing PPE as a matter of course. However, if they are dealing with a child who is displaying symptoms of Covid-19, they will wear gloves, an apron and a face mask/shield. Staff who need to deal with intimate care such as nappy changing or first aid will also wear PPE.

How will my child be supported to 'catch-up' with lost learning?

The first few weeks of term will be spent covering missed objectives from the previous year's curriculum. Following assessments, individual catch-up plans will be put in place to support children as needed using the government's catch-up premium funding.

How will my child be supported pastorally during this time?

School staff are aware that this has been a very difficult time for some children and we understand that it may take time for some pupils to adjust back into school life. For the first few weeks, classes will take part in daily circle time sessions, providing an opportunity for some calm time and reflection where problems and concerns can be shared. Where necessary, we will liaise with parents regarding any additional needs that might require additional support. Mrs Probert also remains in school to provide pastoral support for pupils.

Will there be any changes to the behaviour and discipline policy?

Children will be expected to follow the existing school rules as they would normally. Rewards and sanctions will remain consistent. However, there will be some additional requirements for children to follow the new routines such as additional handwashing and staying within year



group 'bubbles'. Any concerns over behaviour will be discussed with parents at an early stage.

Is it compulsory for my child to attend school in September?

The government has made it clear that all children must return to school in September. It is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on your child's education, well-being and wider development.

Further information

Later today, each parent will receive an additional email detailing your child's entrance door / zone as well as your child's start time and their finish time. If after receiving this letter and the additional email with specific details related to your child/ren you have any queries, please email [office@fiveways.staffs.sch.uk](mailto:office@fiveways.staffs.sch.uk) . Alternatively you can phone the school office on 01543 278071.

Thank you for taking the time to read this lengthy letter about arrangements for September. I hope that the information outlined in this letter will help you feel as confident as possible under the circumstances, about your child returning to school in the autumn term.

I hope you all have a relaxing summer break and I look forward to seeing you all again on Wednesday 2<sup>nd</sup> September.

Yours sincerely,

Mrs Rachel Mander  
Headteacher

