



Headteacher
Mr. Dale Bateman

Coopersale and Theydon Garnon C. of E. V.C Primary School

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Sunday 31st May 2020

Dear Parents and Carers

Reminder to keyworker and vulnerable families Re. School Provisions

If you are expecting provisions at school for your child tomorrow, they must fit into at least one of the following categories:

- A child with an EHCP
- A child with social service involvement/known to the school as a vulnerable pupil.
- A child of a keyworker

*In previous communications on 22nd and 29th May, I made it clear that any request for your child starting on June 1st, who met at least one of the criteria above, was to be confirmed **on the 29th May, no earlier or later and via the email address:***

keyworker@coopersaletheydongarnon.essex.sch.uk

If you did not get a confirmation email returned on the 29th or 30th May, your child is not registered to start on June 1st and provisions will not be possible until 8th June at the earliest.

A number of keyworker families and parents with a child who has an EHCP, did not give confirmation on the 29th May, and so if you do wish this to happen, then you have an extension to apply until 5pm today, emailing to the above address. I will personally confirm by 6pm today any new applicants who wish their child to return to school for this coming week.

On arrival to school tomorrow, please follow the one-way system to the KS2 playground and wait behind the signs. Your child will be directed to one of 3 staff members, who will be leading the 3 keyworker groups that we are able to provide for. Do not arrive early or late, unless approved already. If you have siblings starting at a staggered time, you will be able to wait on the KS2 playground or in your private transport.

Here are the start and finish times of our current groups:

- Reception children to arrive at 9.00am and to be collected at 2.45pm from the KS2 playground
- Years 1 & 2 children to arrive at 9.15am and to be collected at 3.15pm from the KS2 playground
- Years 3, 4, 5 and 6 children to arrive at 9.00am and to be collected at 3.00pm from the KS2 playground

I urge parents where possible to either walk to school or take private transport. The school does not encourage public transport use or bikes/scooters that need to be left on school premises.

Please read information on the guidance letter sent May 22nd via the school app/website, for more detail of school reopening procedures.

A few quick reminders:

- Children can wear appropriate non-uniform, with comfortable shoes to run in outside.*
- Your child can either order a school dinner (cold packed lunch) or they can bring a packed lunch from home, labelled with their name on it. The cold packed lunch menu will hopefully be on our website later today.*
- Each child should bring a healthy snack for break-time as well as a bottle of water to keep with them as school water fountains are not to be used. We will have jugs of water in each group to refill bottles with.*

Many thanks for your continued support

Mr D Bateman

Headteacher