



Headteacher  
Mr. Dale Bateman

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

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Friday 2<sup>nd</sup> October 2020

### **Maintaining social distancing on the School site**

Dear Parents and Carers,

When School leaders planned the drop-off and pick-up arrangements for our full opening, our principal concern was to create a system that minimised pupil and parent anxiousness, whilst at the same time observing Government and Public Health England guidance on social distancing measures. The vast majority of parents and carers are following this system and it is generally working well; so allow me to take this opportunity to thank you.

However, one area that requires significant improvement is the gathering of some parents/carers on the School site or near the Brickfield road entrance during drop-off and pick-up times. In observation, this is being done to either speak to duty staff or to hold conversations with other parents and carers. This is in breach of social distance guidelines in itself but also makes it difficult for other families to safely enter and exit our premises.

Remaining two metres apart from those not in your household is a key way in preventing the spread of Covid-19 in our community so I would be grateful if, for the safety of all staff and families, parents/carers can ensure that they follow social distancing guidelines on our premises and only enter the School during drop-off and pick-up to hand over or collect their children. Your co-operation on this is much appreciated.

We are, of course, always happy to discuss School matters with you and I would like to remind all parents and carers that we have clear lines of communication for you to speak to School staff during this Covid pandemic period, a time when face-to-face meetings are just not feasible. These communication methods are:

- Phone the School office (01992 574 890) to arrange a call back from the staff member you wish to speak to; or
- Email the School ([admin@coopersaletheydongarnon.essex.sch.uk](mailto:admin@coopersaletheydongarnon.essex.sch.uk)) requesting an email in return or a phone call from a particular staff member.

As always, thank you for reading our School communication and supporting us in doing all that we can to prevent a Covid-19 spike in our community.

Kind regards,  
Mr D. Bateman  
Headteacher