



Dear Parents/Carers,

As you will be aware, from Thursday 5<sup>th</sup> November 2020 there will be a second National Lockdown across England. In light of the guidance issued to schools since the announcement last Saturday, we will be updating our school's risk assessment and making a number of changes to ensure that all children, parents and staff are kept safe. Government guidance can be found here: <https://www.gov.uk/guidance/new-national-restrictions-from-5-november#childcare-and-childrens-activities>

The following changes will come into effect from **Thursday 5<sup>th</sup> November**:

1. Face masks and visors will be worn by all staff in all shared areas, including the staff rooms (unless eating and drinking).
2. Cover Supervisors will be expected to read and follow the IFTL SLE Risk Assessment and guidance in how to safely manage movement between bubbles.
3. The office will be closed to visitors all day unless an unwell child is being picked up. Please email [nikkimoxam@priorshallalc.com](mailto:nikkimoxam@priorshallalc.com) or [aimeefogg@priorshallalc.com](mailto:aimeefogg@priorshallalc.com) or call 01536 216090.
4. Staff members are not to enter other people's classrooms or offices without a mask/visor unless maintaining a 2-metre distance at all times.
5. Premier Sports will not be doing extra-curricular clubs for the duration of the lockdown. These will be paused and continue when they are able to
6. Breakfast and Tea Time Club will continue under the same guidance as now, with limited numbers.
7. All school improvement support will be completed remotely.
8. Any meetings that can happen remotely will be held via Zoom or Teams.
9. Outside supply teachers will not be used to cover staff absence – **if there is no safe or consistent way of covering a class or bubble then it will close. This will be communicated with parents via the School Gateway app.**
10. Any behaviour deemed unsafe or in breach of the school's risk assessment will be dealt with seriously and parents will be contacted. This is to ensure the safety of all children and staff.
11. Children should only be bringing their school book/planner and lunch bag. Please do not let children bring toys or big bags into school.



Priors Hall  
a learning community

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### Pick-up and drop offs

We would like to remind parents that it is essential to the safety of everyone that social distancing is observed during drop-off and pick-ups, including at the school gates and in the school car park. To avoid mixing bubbles, please stick to the allotted time for pick up and drop offs. It is important for everyone's safety that adults dropping off or picking up continue to wear masks, unless they are exempt – staff may challenge anyone not wearing a mask or social distancing, so please do not be offended.

We understand that this is an uncertain time and many of you may be feeling nervous about how the next few weeks and months will look. As always, we are here to support. If you have any concerns, then please contact the school office and we will try to support in anyway possible.

Thank you for your continued support.

Ben Lynch  
Assistant Headteacher