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**Headteacher:** Mr Ben Paxman  
**Chair of Governors:** Mr Alex Munro

14 September 2020

Dear parents/carers,

Thank you all for your continued support in following the procedures that we have in place (such as keeping to pick up/drop off times, trying to maintain a social distance and following the one-way system in place). As Covid- 19 is becoming more prevalent in our community, we would like to **actively encourage** that parents/carers **wear a face covering** when dropping off and collecting their children. The MUGA is also a large space that can be used to wait to collect. Teaching staff will be looking out for parents on the MUGA and will send children down to you when they see you.

Many thanks.

Yours sincerely

Ben Paxman  
Headteacher

