

Northwick Park Primary and Nursery Academy

Company No. 9154404

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Headteacher: Emma Lane

October 2020

Dear Parents/Carers

As you are aware, we sent correspondence on 13th October to let you know a member of staff had tested positive for Covid. I am very relieved to be able to tell you the affected staff member is recovering well at home.

As most of you will know, in cases of Covid, the school does not make its own decisions about what actions to take. We must contact Essex Contact Test and Trace Team who contact Public Health and they discuss with us which bubbles to close and which pupils/staff need to isolate.

As Essex has now moved up to Tier 2 restrictions, we have updated our Risk Assessment to include:

Parent Consultations for Years 1, 3, 4, 5 + 6

All parent consultations next week will now take place by telephone. Appointments will now be ten minutes later than you were previously informed.

From Monday 19th October

- Unless medically exempt, all Parents/Carers entering the school site must WEAR A MASK/FACE COVERING
- Unless you are bringing/collecting three or more children, it is only one adult per one/two children allowed on site.
- Class teachers are not available for any messages/discussions before school. Please pass any messages to the Senior Teacher on duty.
- The office is closed to all Parents/Carers except in an emergency.
- Please give messages/medicines to senior staff on duty.
- If children arrive late, please buzz the external door and the children can enter the foyer by themselves. Office staff will sign them in and take them to their classes.

This is a very challenging time for students, staff and the whole school community. I would like to particularly thank the many parents who sent well-wishes about the member of staff and have sent supportive messages to the school. These acts of kindness really make a difference and are very much appreciated.

I shall continue to keep you informed of any further developments as together we continue to navigate through these difficult times.

Thanks, as ever, for your continued support and have a lovely weekend.

Yours sincerely

Mrs E Lane
Headteacher