



Howard Primary School

12-11-2020

Dear Reception parents and carers,

Re: Clinically Extremely Vulnerable (CEV) staff in reception

As many of you will already be aware, Miss Pillay is currently working from home as she is in the category of people who have been asked to shield during this second period of national lockdown. There are however, several *other* clinically vulnerable members of staff in reception and in other parts of the school. We have a duty to do everything we can to protect our clinically vulnerable staff members at all times.

We would be very grateful if all parents and carers could do these three things each morning and afternoon when dropping off or collecting children from either of the reception classrooms:

- 1. Wear a face covering (unless you are medically exempt from doing so).**
- 2. Sanitise your hands and your child's hands using the automatic dispenser at the green gates.**
- 3. Always maintain a distance of 2 metres from staff.**

With your support, we can effectively reduce the risk to the health of our dedicated staff who continue to come in to teach and support your children each day.

If you have a medical reason why you are unable to wear a face covering please let the staff in reception know. If you have forgotten to bring your face covering, we have a **limited** supply of disposable masks in the school office and can provide one for you in exceptional circumstances. Please ask a member of staff with a yellow vest to get one for you.

We are grateful for your co-operation and thank you for your help in keeping our staff safe and allowing the reception bubble to remain open.

Yours sincerely,

Howard Primary School

Senior Leadership Team and Co-Chairs of Governors.



Head Teacher: Jackie De Saulles (B.Ed)
Dering Place, Croydon, CR01DT
Telephone: - 0208 688 4216
Email: office@howard.croydon.sch.uk
www.howard.sch.uk