

Foreland Fields School
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Headteacher: **Adrian Mount**

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Extending Provision

During this week, we will be contacting parents/carers regarding extending our provision. Unfortunately, it has not been possible to offer to all parents who have requested a place, but please be assured we will be reviewing the provision each fortnight with a view to extending our offer, if we are able to do so. This is obviously dependent on us having the staff available and that further extending our provision does not compromise the health and safety of our pupils and staff.

Along with this letter is a copy of the Parent Handbook. This document details the new ways of working in order to promote the health and safety of all members of the school community. This document is also available on the school website. Any updates to the handbook will be available on the website which clearly states the version number and date.

There are a number of important points that parents should be aware of which are contained within the handbook:

- Changes to dropping of and picking up times and arrangements. These times all differ, dependant on your method of travel.
- We would like to encourage parents/carers to drive or walk wherever possible rather than use public transport.
- Parents/carers are asked that, if bringing their child to school and collecting them, where possible, only one parent/carer should accompany them.
- Parents/carers should not enter Reception or any other part of the school building unless they have an appointment. Unexpected visitors are not permitted on site.
- We are no longer using home - school contact books, but are making use of phone calls, ClassDoJo and email as an alternative.
- Do not send in personal items such as toys, books, stationary etc. Communication devices should continue to be sent in daily.
- Lunchboxes and school bags brought into school to be wipe clean, not fabric.
- Pupil behaviour that constitutes a risk to good hygiene and COVID-19 transmission, may result in parents needing to be called to collect their child.



- School uniform is not compulsory for pupils at this time. Pupils must arrive daily in a complete set of freshly laundered clothing.
- **Any pupil displaying symptoms of COVID-19 should not come to school.** If the school feels that a child is displaying any signs of COVID-19, they will act immediately and send the child home. The school will always err on the side of caution in regards to a child displaying any of the symptoms, following Government and Public Health England guidelines.

The way that the school is operating could mean, if there are insufficient staff available, we may have to make the decision to close your child's class and ask that they do not attend school. Please be assured this will be a last resort however, normal cover procedures are not currently in place due to contact restrictions.

In order that we can contact parents to pick up their child should we need to, it is vitally important that parents/carers are contactable by phone at all times. Could all parents/carers please ensure the school has 2 current contact numbers for us to use in an emergency.

In addition to the Parent Handbook, the Schools Risk Assessment is also available on the website. This is seen as a working document which will be updated as and when necessary, with the latest version being made available on the website.

Should any parent have concerns or questions regarding any of the above please email foreland@foreland.kent.sch.uk.

Kind regards



Adrian Mount
Headteacher

