



CHRIST THE KING CATHOLIC COLLEGIATE

A Multi Academy Company

Together as one community with Christ at the centre



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St. Teresa's Catholic Primary School
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20th March 2020

Attendance arrangements during school closure

Dear Parents,

I am writing to outline the arrangements for attending school during this period of school closure.

Ideally, we would like children to attend during the normal school hours of **8:50 am and 3:15 pm**. If you work requires a slightly earlier or later start, we will be able to take children from 8:00 am and keep them until 4:00 pm. There will be **no child care club or after school clubs** during this period of closure.

Children will need to wear **school uniform**. We will be offering lunch to children as normal or they can bring their own packed lunch. Payment can be made through Parent Pay in the usual manner. Children can still bring water bottles.

On Monday, we would like all children to enter the building via the **entrance by the Hall** on the small playground.

I understand that some children will not be attending every day due to work patterns. There is no need to let the school know as we will be taking registers every morning. If your child is absent due to sickness, please inform the Office.

We will endeavour to maintain staff ratios to support the numbers of children we have attending. If you are able to keep children at home, then this will help us to continue our provision for those families most in need.

I would like to thank you and our staff for your support during these unprecedented times.

If you have any questions, please do not hesitate to contact me.

Yours sincerely

Mr Price

Headteacher



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