



10th June 2020

Dear Parent/Carer

I hope you and your loved ones are continuing to keep safe during these unprecedented times.

I am writing to inform you that we are continuing with our plans to reopen the school for **Reception, Year 1 and Year 6** on **Monday 15th June 2020**. The school will continue to remain open for the children of key workers/vulnerable children, who have been regularly attending school since the school closures.

If your family unit is at high risk, and/or you decide not to send your child to school, your child will not be marked absent. We will continue to find means to support your child at home. This will continue to require your help and support.

In school, we will be taking some measures to help both pupils and staff to be as safe as possible. This will include:

- Staggered start and end times to the school day;
- Hand washing/sanitising frequently;
- Limiting class sizes as far as possible and never more than 15;
- Where lunch is to be taken, it will be taken in class;
- There will be no sharing of equipment;
- Only small groups of children to be using the playground at a time;
- Some markings in corridors to encourage social distancing where possible;
- Unfortunately, we will not be offering extended care during this period and there will be no school bus service operating.

We would request from you the following:

- If your child has a temperature, cough or anosmia (loss of or change in your normal sense of smell and/or taste) please do not bring your child to school for at least 7 days and follow government guidance [COVID-19: guidance for households with possible coronavirus infection guidance](#);
- If a member of the household has a temperature, cough or anosmia (loss of or change in your normal sense of smell and/or taste) please do not bring your child to school for 14 days;
- Your child and household are entitled to coronavirus tests if your child develops any new symptoms via the NHS website; <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/ask-for-a-test-to-check-if-you-have-coronavirus/>;
- In this instance, please advise the school of the result of the test.
- If you or your child are contacted by Public Health England 'Track and Trace' please kindly self isolate as instructed and inform the school;
- Please adhere very closely to the drop-off and pick up time advised by us.
- Please minimise the number of members of your household to one adult when coming to drop off or pick up your child;
- Please be respectful of others by maintaining 2-metre distancing at all times. Please keep your child with you at all times;
- Please avoid public transport where possible;

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Principal: Mr T Cragg
Head of Primary Education: Mrs S Rai

Nishkam School West London School is a part of the Nishkam School Trust | Chief Executive Officer: Dr. B. S. Mahon Company Number: 7522245 | Registered Office: Nishkam School Trust, Head Office, Great King Street North, Hockley, Birmingham, B19 2LF



- Pupils should wear either the washable parts of their uniform (no tie/blazer) or their own clothes which are washed daily;
- Face to face meetings with you will not be taking place. Please call or email the school office if you have any specific queries. Please do not request to talk with staff during pick up or drop off or enter the school building.

Please do note the decision to maintaining an open school will be continually reviewed and is subject to change. For example, if we encounter significant staff shortages due to sickness we may need to temporarily close some classes.

Please do take some time to go through the attached PowerPoint presentation with your child so that they are familiar with some of the changes that we have made. I also hope that you find the top tips document helpful.

If you have further questions, please email enquiries.NSWL@nishkamschools.org and we will endeavour to answer your query as soon as possible.

Yours sincerely

S. Rai

Mrs Rai, Head of Primary