Wednesday 1st July 2020

Dear Parents and Carers,

I am writing to you regarding arrangments for collection of your child’s school report.

Children who are currently attending school will be given their school report and books to take home with them on Monday 13th July.

Those children who are currently not attending school may come to collect their school report in an allocated time slot for their current class (in the event of wet weather we will notify you of an amended time):

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| **Monday 13th July** | **Tuesday 14th July** |
| 9.30-10am 3B10.15-10.45am 3P11-11.15am 3W1-1.30 6J1.45-2.15 6K2.30-3 6S | 9.30-10am 5H10.15-10.45am 5L11-11.15am 5M1-1.30 4S1.45-2.15 4J2.30-3 4NJ |

We ask that parents/carers arrive through the black gates and follow the marked one way system to collect the school report and school books which will be in a clearly labelled bag with your child’s name. Where possible the class teacher will be on the playground so it will be an opportunity to see them. ***However, we must make it clear that this is not an opportunity for a discussion about your child: due to current guidance this is not possible.*** We request that you follow the one way system at all times and maintain social distancing in the queue.

If your child is in Year 6 and not currently attending school this will be the system for collecting their leavers jumper which has kindly been funded by our supportive PTA. The Leavers Books will also be available for the children.

If you do not wish to attend to collect your report in person it will be placed in the post on the date you were allocated to collect your child’s report.

Thank you for your support.

Best wishes

Mrs N Moody