

November 2020

Dear Parent/Carer

I am writing to thank you for your support, patience and understanding of the processes and procedures we have had to put in place in responding to Covid-19. I appreciate that some of the new ways of dropping off and collecting children have caused difficulty and inconvenience, but we are, of course, having to ensure that the Academy complies with government rules governing our safe re-opening and now in responding to a further national lockdown. This means ensuring that we do all we can to limit ways in which our operations could potentially spread the virus.

We would like to respectfully ask parents and visitors to please ensure that, when dropping off and collecting children, you follow the guidance issued by government and that you:

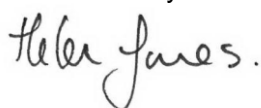
- Ensure that you socially distance from others while waiting at the school gate
- Follow instructions and guidance given to you by Appleton staff members
- Wear a face covering or mask if you are permitted to come onto site (and preferably at all other times too)
- Do not come to school or send your children in if you or any other member of the family has any of the symptoms of Covid-19 (however mild) and that you instead call 119 to arrange to be tested

We know that upwards of 85% of our students and parents live within walking distance of the Academy and so we would also ask that you do not drive children to school if at all possible. The decision we have had to make to close the drop off car park can also impact on our neighbours and so we would also remind you of the following points:

- You must not park on double yellow lines or in the permit only parking bays opposite the Academy
- You must not park in a way that obstructs or inconveniences our neighbours, the highway, pedestrians or other road users
- When waiting on the footpaths around school, please ensure that you socially distance from others and that you leave enough space for other pedestrians to pass

We are aware that the police have made visits to the Academy already this term to enforce parking and that, recently, Community Wardens from the Local Authority have been outside school to ensure compliance with social distancing guidelines. We know of the many efforts and sacrifices you are making while the Academy is having to operate within the current rules and due to the changes this has meant we have had to make. We would appreciate your continuing support in ensuring that you follow government guidance and the points raised in this letter while you are in and around the school site.

Yours faithfully

A handwritten signature in black ink that reads "Helen Jones".

Ms H Jones
Executive Headteacher