



MANOR COURT Community Primary School

incorporating Manor Court Early Years Centre

A Member of Preston Primary Academy Trust

Head Teacher Mr L Talmage

Deputy Head Teacher Mr A Clode Assistant Head Teacher Mrs G Terry

Duck Lane, Chard, Somerset TA20 2ES

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2nd November 2020

Dear Parents and Carers,

Reference: School during the next National Lockdown

We are pleased that during the news conference on Saturday evening, the Prime Minister informed the country that schools and pre-schools will remain open during the next national lockdown. We believe that this is the correct and sensible decision for each Manor Court child and their wider family.

In September we welcomed all children back to school and we are reassured that because we have followed (and continue to follow) each Government measure, used a common sense approach and as a result of a lot of good fortune, have had no confirmed cases of Covid-19 in any Manor Court pupil or member of our staff. We are extremely grateful for this and the fact that the overwhelming majority of parents have followed the precautions and instructions that we have provided.

During this next National Lockdown (Thursday 5th November until Wednesday 2nd December) we require continued assistance from each parent in the following ways:

1. Please continue to place your trust in us. We work tirelessly to keep your children safe and at all times the decisions that we make place their individual and collective safety and needs as our highest priority.
2. Accept that if we have anything to inform you (Coronavirus or Non-Coronavirus related) we will inform you in a timely manner through a letter sent to your Parent Pay account. Each letter will be placed on the school website and shared via Twitter and our Facebook page. At any point in time in which a swift message is required to be sent to all parents we will use our Twitter and Facebook page to communicate.
3. Do not pay attention to or spread rumours on social media or through instant messaging about the school or suspected Coronavirus 'cases' within the school community. If you spread or listen to rumours you inadvertently place your child, and the children within your child's class, at great risk, bring the school into disrepute and dilute the impact of any direct message from the school.
4. Time keeping. We appreciate that at times, drop off and collection time can appear congested and that this is especially the case at the gate at the back of the school. To limit the time that you are waiting for your child and the proximity in which you have to walk past other parents, please arrive at the exact time that your child's class has been allocated for each end of the day.
5. Hands. Face. Space! Our decision to operate staggered starts and limit the number of parents onsite was made with the intention to drastically reduce the opportunity for infection on our school site and in the belief that all parents would maintain their own social distancing as they do in all public spaces. Please remember that it is your individual responsibility to uphold the recommended two metres distance from those not in your 'household' or 'bubble' throughout collection and drop off times. We will continue to advise good social distancing practice but Manor Court staff cannot enforce expectations outside of the school grounds.



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6. Facemasks at drop off and collection times. In light of the new lockdown restrictions, we have instructed all staff to wear a face mask and or face visor during morning drop off and collection time. We will now require all adults collecting children to follow suit and wear a face mask during all drop off and collection times for the foreseeable future.
7. Please inform us. If any member of your family has symptoms of Covid-19 and has been required to take a test, please inform the school immediately. Please phone the school and speak to Mr Talmage or Mr Clode, use the school email address or email the year group email address and the teachers can pass the message to Mr Talmage and Mr Clode. This will enable us to take any necessary steps.

We hope that by the end of this week to have received further guidance from the Government that we can share with you.

Thank you for your ongoing support during this challenging time and with all good wishes.

Yours sincerely,



Mr Luke Talmage
Head Teacher



Mr Alan Clode
Deputy Head/Inclusion Lead