



GUSTON CHURCH OF ENGLAND PRIMARY SCHOOL

2nd June 2020

Dear Parents and Carers

As I have explained in previous emails, we are in a position where we are open to pupils of critical workers **only**. This is due to the strict social distancing guidance the Government has asked schools to comply with and our high proportion of children from Critical Worker families (68%). This guidance is here to protect us all.

Due to our limited capacity, we have in place a strict booking system that will work on a week by week basis (Please see attached booking protocol). All bookings will need to be accompanied by a letter from employers confirming parents' status as a Critical Worker. This letter will obviously only need to be sent once. **If your child is already attending school (2nd June – 5th June) you do not need to re-apply for forthcoming weeks, we will assume once back, pupils will remain in school unless we hear differently from you.**

For new bookings, once booked, parents will receive a letter (usually on a Thursday) detailing arrangements for attendance at school the following week along with a Home-school agreement. If you have not received a letter, please do not bring your child to school.

In line with our Home-School Agreement, It is **vital** that parents read the emails and letters sent from the school and follow the protocols in place to keep your children and staff as safe as possible. Despite the letter making attendance expectations clear, today we have had children:

- arrive at a time outside their allotted drop off time
- turned away because they were not on our list
- arrive without a packed lunch
- arrive in school uniform instead of own clothes
- bring in rucksacks and water bottles.

Your co-operation in this matter is very much appreciated.

Thank you and stay safe.

Mrs Day
Headteacher



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Critical Worker Pupils

New Bookings - How to book your child's place at school

Step 1

- Email a letter from your employer confirming you are a critical worker to admin@guston.kent.sch.uk
- Confirm in the email the names and year groups of your children wishing to book a place at school by **Wednesday, 5pm for the following week.**

Step 2

- Await a letter and Home-School agreement from the school confirming your child's attendance (usually a Thursday)
- The letter will have clear guidance regarding attendance protocols **PLEASE READ.**

Step 3

- Read and agree the contents of the Home school agreement by emailing a copy back to admin@guston.kent.sch.uk.

Step 4

- If you have received a letter and replied showing agreement with the Home-School agreement, your child should attend school at the **allotted time.** Everyone should follow the **attendance protocols** in place.