



**CARLETON PARK**

J & I SCHOOL

**Carleton Park J & I School**

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Pontefract

West Yorkshire

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1 September 2020

Dear Parent/Carer,

I am writing to provide comprehensive guidance on how school will operate when we start to re-open from Wednesday, 9 September. Our priority is, and continues to be, the safety and wellbeing of our community. It is of paramount importance that we get pupils back into school, accessing a full and comprehensive education in a safe environment. Attached to this letter is a pupil and parental guide which goes into detail on exactly what school will look like when we re-open. Please ensure you read this carefully and discuss the information with your child. There is also a link to the guidance on the school website; <https://carletonpark.patrust.org.uk/update-on-the-coronavirus-covid-19/>

Our plans are based on the National guidance which can be found via the link below:

- [Government guidance for full opening of schools](#)

The main principles of this guidance are;

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contact and maximise distancing between those in school wherever possible, and, minimise potential for contamination so far as is reasonably practicable.

As communicated by the CEO of the Trust, Mr Julian Appleyard OBE, in his letter dated 7 July, we have a robust risk assessment in place that has been validated by external health and safety consultants. In addition, the Pontefract Academies Trust Board have signed off our plans for full re-opening.

I want to highlight some key points from our guidance;

- Do not send your child into school if they display Covid symptoms, please contact school to discuss.
- Social distancing measures and controls to mitigate risks in school will be in place.
- If you need to speak to staff, please do not turn up at school in person. Please contact us on 01977 722615 or email [admin@carletonpark.patrust.org.uk](mailto:admin@carletonpark.patrust.org.uk) and we will get back to you as soon as possible if it is an emergency, and within 24 hours for all other queries.

The government has made it clear that attendance in school is compulsory for all pupils and we support this decision. Current research shows that the risks Covid-19 presents to young people is minimal, particularly when you consider the detrimental impact of them missing their education. The following links provide useful information and practical guidance on pupils returning to school;

- [Information for parents and carers about going back to schools, nurseries and colleges in the autumn term](#)
- [Public Health England – Back to School Guidance](#)

As I am sure you will agree, the last thing I would like to happen is further school closures in the future, however I would like to reassure parents and carers that we have detailed contingency plans in place. My staff and I are really looking forward to welcoming pupils back into school starting from Wednesday, 9 September. I hope the content of this letter and attached guidance provides you with reassurance and details on how we have planned to do this safely.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'Joe Ayre', written in a cursive style.

Joe Ayre  
Head of School