



1<sup>st</sup> September 2020

Dear Parent/Carer,

Your child's teacher has a medical condition therefore a different member of staff will meet and greet your child in the morning taking down any messages you have for their teacher e.g. who's collecting them at hometime etc. If you need to speak to the teacher we can arrange to call you at some point throughout the day.

Thank you for your cooperation during these uncertain times.

Yours sincerely,

Oliver Flitcroft  
Head teacher