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**11 November 2020**

Dear Parent/Carer,

As you will be aware in line with government guidance 'Schools continue to remain open for all children and young people as they have since the start of the autumn term for the duration of the national restrictions' throughout the announced national lockdown. The government have also stated that 'Being at school is vital for children's education and for their wellbeing.' This is something we firmly believe in and support and it is always our intention to ensure we are able to offer the best education for your child.

With this in mind the trust has taken the decision to allocate an additional training day on 30<sup>th</sup> November to allow for staff to review and develop remote learning materials to support your child. This will also allow for the site to have a full deep clean and for the site team to ensure all safety measures are in place to maintain the high standards of safety we have.

As an academy we base our success on the relationship and support we have with parents and carers and I would ask that if there is any change in circumstance in relation to your child's medical status or needs that has been confirmed by a medical practitioner that you inform us as soon as possible.

Can I take this opportunity to thank you for support in these challenging times. In particular ensuring your child attends the academy and that they have their masks with them, this has made the running of the academy in a safe way easier. We all hope that we will see an end to these unprecedented times and move to a more normal life, but I can assure you that during these times the continuing education and progress of your child remains a key focus for every member of staff balanced against protecting the welfare and well-being of every student and member of staff in the academy.

Yours sincerely

Mr D Gelder

**Principal- For and on behalf of Tove Learning Trust**