



**Bagshot School,  
School Lane,  
Bagshot,  
Surrey. GU19 5BP.**

Telephone: 01276 473385  
Fax: 01276 451759  
e-mail: [info@bagshot.surrey.sch.uk](mailto:info@bagshot.surrey.sch.uk)  
website: [www.bagshot.surrey.sch.uk](http://www.bagshot.surrey.sch.uk)  
twitter: @BagshotInfant  
Headteacher: Miss K Aldred

28<sup>th</sup> September 2020

Dear parents and carers,

What a busy few weeks we have had in school! I would like to thank you for your cooperation, especially last week when we had to lockdown the school. Thankfully, these situations are incredibly rare, but I am pleased with how the staff enacted our procedures, keeping everyone safe.

Like you, I also listened to the Prime Minister address the country on Tuesday evening. Like you, I am of course monitoring the national situation and the rising number of infections being reported but, I am reassured that new measures are being taken, to help us all.

I would like to reassure you that we are doing everything we possibly can to ensure the health and well-being of your children, whilst at school. I would also like to thank the vast majority of parents that are following social distancing measures outside of the school premises; distancing from other families, keeping your children with you at all times and not congregating in groups larger than six before and especially after school, for example in the park. Now more than ever it is important we all play our part to keep each other safe.

#### **Emails**

We hope that you have found having access to the teachers, via their class email accounts useful and somewhat reassuring. To ensure communication is effective I would like to draw to your attention the following points:

- When emailing, parents must ensure that their emails are polite and respectful. If a teacher feels that an email from a parent is rude or aggressive it will be forwarded to me to respond.
- Teachers will aim to reply within 48 hours.
- I do not expect teachers to reply after 5.00pm or on weekends
- If your email is regarding drop off and pick up arrangements it should be sent to [info@bagshot.surrey.sch.uk](mailto:info@bagshot.surrey.sch.uk)
- All absence reporting should be via the school office absence line on 01276 473385

#### **Harvest Collection: 5<sup>th</sup>-9<sup>th</sup> October**

I am bitterly disappointed that we are unable to celebrate Harvest Festival in our usual way however, I am also aware that many people within our local community need assistance, more than ever before. I have been in discussion with Rev. Andreas at St Anne's and The Besom in Camberley and they are accepting food donations this year. I feel it is important that our children continue to learn about our community and the importance of helping others less fortunate so would ask that you send in donations of dried and tinned goods for our collection this year. We will leave donation boxes outside all entry points to the school and ask that you deposit goods there. The goods will be quarantined, before being safely delivered to St Anne's who will then ensure delivery to The Besom. We will collect donations from **Monday 5<sup>th</sup> October through to Friday 9<sup>th</sup> October.**

### **Warm clothing**

The cooler weather certainly arrived with a cool autumn blast last week! In line with government guidance and our usual practices we will continue to use our outdoor areas, in most weathers. Please do ensure your child comes to school with a warm/waterproof coat and appropriate footwear. Government COVID school guidance is also clear that classrooms must have ventilation, e.g. open windows, and doors. As colder weather arrives, we are taking a pragmatic view that we do not want staff and children to be too cold to be able to work, but hot stuffy classrooms are also not good. We are monitoring the situation closely and will ensure the school remains a comfortable temperature to work and play in. As the weather continues to cool down the heating will be turned on and I would encourage all staff and children to wear appropriate layers of clothing, as we would in any normal winter weather.

### **Suspected COVID-19 Cases**

I would like to remind all parents and carers that should they or someone within their household develop symptoms of COVID-19 they should isolate at home and book a test. I am grateful to everyone that has already been in this position and kept me regularly updated. It is vitally important, to the health of all members of our school community that you inform me as soon as you are able. Equally, when you receive a test outcome please inform me, whether positive or negative. All such discussions are of course dealt with in strictest confidence. I have also attached to this newsletter a letter from the NHS that we have been asked to send to all parents and carers regarding the symptoms of COVID-19.

### **Data Sheets**

Thank you to everyone that has already returned their data sheet. If you have not yet done so, please return it as soon as possible. If your details should change again, during the year please do inform us via [info@bagshot.surrey.sch.uk](mailto:info@bagshot.surrey.sch.uk). Please also ensure you are registered with Parentmail. This is the main way we communicate with parents and carers and as such it is vital you are signed up. If you are having any problems accessing Parentmail please do get in touch.

### **Hot lunches**

Just a reminder that we are moving to full hot lunches from this week. I would encourage everyone to resume school dinners, going forward. If you would prefer that your child continues with a packed lunch, please ensure it is nut free and contains healthy options.

### **Staffing update**

Many of you will have spoken to a familiar voice when phoning the school office over the last few weeks. Ms Manda Jane rice, our former Children's Centre outreach worker has temporarily stepped in to help for a few weeks until we recruit a new receptionist. I am thankful for her work and I know you will join me in welcoming her to our team.

I wish you all a healthy week.

Kind regards

Miss K Aldred  
Headteacher