



Kirkburton Middle School

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Headteacher: Mr C Taylor

19th September 2020

Dear Parent / Carer

COMPULSORY WEARING OF FACE MASKS

I write to inform you that from Tuesday 22 September it will be compulsory for all pupils to wear a face covering when moving around our school. This change of policy is in direct response to the [extra local restrictions](#) which will be in place across Kirklees from midnight on Monday.

To clarify, from Tuesday all pupils will be required to wear face mask at the following times:

- When moving around the inside of the school building.
- When waiting to purchase food in the dining hall.
- Pupils **do not** need to wear a face covering in lessons.

Pupils can choose to wear a disposable or re-useable face covering or visor however it is essential that they put on, take off and store their face mask properly in order to protect against transmission.

When putting on the mask pupils should:

1. Clean hands with soap and water or hand sanitiser before touching the mask.
2. Sanitise any surface prior to placing the mask upon it.
3. Remove the mask from its box or bag and make sure there are no obvious tears or holes in it.
4. Determine which side of the mask is the top (on disposable masks this will be the side that has a stiff bendable edge).
5. Determine which side of the mask is the front (on disposable masks this will usually be the coloured side of the mask, with the white side being the side that touches the face).
6. Hold the mask with the ear loops/ties/band and secure around the face.
7. Mould or pinch the stiff edge to the shape of the nose.
8. Pull the bottom and top of the mask to ensure it covers the mouth and nose.

When taking off the mask pupils should:

1. Clean hands with soap and water or hand sanitiser before touching the mask.
2. Avoid touching the front of the mask as this is contaminated, only touch the ear loops/ties/band.
3. Place the face mask in a resealable bag (such as a zip-lock sandwich bag).

A short video on the correct use of face masks can be found [here](#).



We would be grateful if you could remind your child that they should never share their face mask with another person. If your child catches a bus to and/or from school, we would also be grateful for your support in reminding them that the wearing of face coverings is compulsory on public and school transport.

Should a pupil forget their face covering, we have reusable masks available for them to borrow. These must be returned at the end of the day so they can be laundered. If your child is subject to a medical exemption, or if there is any other reason why you believe your son/daughter should not wear a mask, please contact your child's Head of Year to discuss this.

Thank you for your ongoing support and please contact school should you have any further questions.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'C Taylor', written in a cursive style.

Mr C Taylor
Headteacher