



Northwood Broom Academy
ESPRIT Multi Academy Trust
Keelings Road, Northwood, Stoke-on-Trent, ST1 6QA
Telephone: 01782 234379 Email: northwoodbroom@espritmat.org
Executive Principal & Safeguarding Officer: Mrs S Moran
Principal & Designated Child Protection Officer: Mrs Y Glaister



“Every child deserves to be the best they can be”

Our ref. YG.GA

6th November, 2020

Dear Parents / Carers

Welcome back!

It was lovely to welcome back all of the children after the half term holiday. They have settled back into their daily school routines amazingly.

With a national lockdown upon us again, I am writing to request your support in ensuring that school is as safe as possible for the children, staff and local community. I would like to reassure you that we regularly update our risk assessment ensuring that we are adhering to all of the latest government guidance and are doing everything possible to make our school as safe as it can possibly be.

Dropping off and collecting children:

With the positive COVID19 cases rising daily, it is now more important than ever that all parents and carers follow our advice for dropping off and collecting pupils. This will help to maximise everyone’s safety including yours and the children, but will be especially important in protecting our staff. Unfortunately, if staff or children contract the virus then it will mean we have no choice but to close bubbles. So please can I ask for your support in the following safety measures:

- Only 1 adult per family to drop off / collect pupils
- Anyone collecting or dropping off a child **MUST** wear a face covering
- Parents / carers **MUST NOT** congregate with other adults at the school gates – this is now prohibited by law
- Anyone collecting or dropping off children **MUST** socially distance from everyone else by 2 meters
- DO NOT attempt to speak to any member of staff to pass messages on or ask questions – please call (01782 234379) or email the school office (northwoodbroom@espritmat.org) or contact the teacher via Class Dojo between the hours of 8:30am and 4:00pm.

Uniform and ventilation of classrooms

You may be aware that the government has asked schools to ensure that classroom windows are kept open every day to increase the flow of air. This is to continue, even though the weather is getting colder. Whilst we have the heating on to warm the school the effect is compromised by needing to have windows open all day. We have to this point already been doing this but as the weather becomes increasingly colder we are aware that it would be safer and more practical if children were able to wear more clothes to school. In the first instance, we would like to ensure that children always wear their school jumper or cardigan every day. The following options are now also permitted:



PLEASE UPDATE THE ACADEMY OFFICE IF YOUR CONTACT DETAILS CHANGE



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- Base layer of thermals, vest or T-shirt
- Wearing a gilet over their uniform
- In extreme circumstances, coats or fleeces can be worn in classrooms

As always, please ensure that all items of clothing are labelled with your child’s name.

As always, thank you for your continued support, we will update you with any changes as they arise.

Regards

Y. Glaister

Mrs Glaister
Academy Principal



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