



The Federation of St Elphege's and Regina Coeli Catholic Schools



St Elphege's

Mollison Drive, Wallington, SM6 9HY

Tel: 020 8669 6306 Fax: 020 8773 9789

Website: www.stelphageschools.org.uk

Email: junior-office@stelphageschools.org.uk

infant-office@stelphageschools.org.uk

Regina Coeli

173, Pampisford Road, South Croydon, CR2 6DF

Tel: 020 8688 4582 Fax: 020 8688 0225

Website: www.reginacoelel.school.co.uk

Email: office@reginacoelel.school.co.uk

Executive Head Teacher: Mrs F Hawkes OBE

Head of School: Mr M Jones

Head of School: Mrs T Christoforou

Deputy Head Teachers:

Mrs R Duffy, Mrs C Guilmartin-Cole, Mr L Hawkes, Mrs M Spain

Friday, 06 November 2020

Dear Parents and Carers

I know parents and carers will be very keen to know how the children have settled back into school and how they are getting on. The Federation governors, leadership team and staff appreciate what very difficult times we are living through with the Covid19 pandemic. It seems that there are almost daily updates, guidance and restrictions. However, I want to reassure you the Federation is following all DfE guidance (which is updated daily) and that our risk assessments and COVID Strategy are reviewed regularly in accordance with new guidance.

To ensure parents and carers have a clear understanding of how their child/children are settling and progressing we are planning our Parent/Teacher consultations. These will be done through 'Google Meets' - which will be a safe and confidential platform for these consultations. **The schools will be closed on that day - Thursday 3rd December - to allow for the meetings to be held throughout the day.**

All parents will be receiving a letter next week with instructions on how to sign up to their virtual Parent/Teacher meeting using a google form. This letter will be both hard copy and emailed to each parent. We know that some parents/carers may have a difficulty with this day. If that is the case, please either ring or email the school office and let the school know what time and date that you can manage. Do remember to let the office know your child's name and the class they are in.

The schools have had quite a lot of experience with virtual meetings and we are confident that these should be successful and informative for parents and children. Your child may join the meeting.

Parent/ Teacher Consultations Thursday 3rd December between 8:30 and 5:30

Friday 4th December is a staff training day.

The schools will be closed to all pupils on Thursday 3rd and Friday 4th December.

Yours sincerely

Mrs Hawkes