

30 March 2020

Dear Parents and Carers,

As you are aware our school is due to open on Wednesday 1 April only for the following groups of pupils at the request of parents:

- Children and young people with an EHCP;
- Children and young people with a social worker;
- Children of key workers who can otherwise not be supervised during the school day.

For key worker provision we will be requesting a letter from employers or another form of ID when students enter the building to ensure provision is matched to those individuals with the greatest need.

As peoples circumstances are constantly changing please could I ask you to email enquires@admin.westleigh.wigan.sch.uk by **Tuesday 31 March 9am** if you have **no alternative provision** and require a place for your child from Wednesday, in your email please state the following:

- Child name & Form
- Employer and Job role

Clearly, this is a fast-moving picture and we will endeavour to do all that we can to keep you updated.

Please do not feel that you are alone in the coming weeks, we will be in contact regularly via the school website, and you can always get in touch with us via email at any point.

With my thanks to you all at this challenging time, please keep safe and well.

Yours sincerely,

Carlton Bramwell

Headteacher

The Westleigh School