

# Houghton Regis

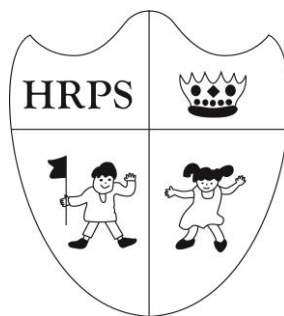
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# Primary School

St Michaels Avenue  
Houghton Regis  
Dunstable  
Beds  
LU5 5DH

23 September 2020

Dear Parents and Carers,

RE: Increased Covid Precautions

As I am sure you are aware, the Covid situation is worsening both nationally and locally and it has become necessary to tighten safety procedures in and around school. These procedures have been put in place to ensure we provide the safest possible environment for your child and our staff. We are eager to restrict transmission between school and households, whilst keeping things as normal as we can for the children.

These changes are effective from tomorrow (24th September)

1. No parents or carer will be admitted into the school building, including the front reception. If you have documents you wish to share with the office, please give them to your child to pass to their class teacher. If you have documents you feel can only be given to the office, a table and in-tray will be positioned outside the front office external door. This will be checked and emptied regularly.
2. Staff will now be wearing PPE when you drop off and collect your child. They will remove their PPE, if they are able, once all children are in class and the doors are closed. Parents and carers will be required to stand 2 metres away from the class entrance and socially distance from other families. Staff are not able to correspond directly with parents and carers at the class entrance but you are welcome to call the school office to request a call back or email them on the class email addresses:  
[silver@houghtonregisprimary.co.uk](mailto:silver@houghtonregisprimary.co.uk) (Nursery)  
[gold@houghtonregisprimary.co.uk](mailto:gold@houghtonregisprimary.co.uk) (Reception)  
[orange@houghtonregisprimary.co.uk](mailto:orange@houghtonregisprimary.co.uk) (Year 1)  
[green@houghtonregisprimary.co.uk](mailto:green@houghtonregisprimary.co.uk) (Year 1/2)  
[purple@houghtonregisprimary.co.uk](mailto:purple@houghtonregisprimary.co.uk) (Year 2)  
[yellow@houghtonregisprimary.co.uk](mailto:yellow@houghtonregisprimary.co.uk) (Year 3)  
[blue@houghtonregisprimary.co.uk](mailto:blue@houghtonregisprimary.co.uk) (Year 3/4)  
[red@houghtonregisprimary.co.uk](mailto:red@houghtonregisprimary.co.uk) (Year 4)  
[sapphire@houghtonregisprimary.co.uk](mailto:sapphire@houghtonregisprimary.co.uk) (Year 5)  
[emerald@houghtonregisprimary.co.uk](mailto:emerald@houghtonregisprimary.co.uk) (Year 5/6)  
[amber@houghtonregisprimary.co.uk](mailto:amber@houghtonregisprimary.co.uk) (Year 6)
3. As parents and carers enter the school site, we ask that you now wear a face mask/covering for the time that you are on the site. This will help to limit the transition of the



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virus between families. We are aware that some adults are exempt and this may not be possible. A small number of masks will be provided, for those who do not have one.

4. If your child or member of your household presents with a temperature, cough or loss of taste or smell, please do not come to school. You must order a Covid test for the symptomatic person and self isolate until the results have come through. If the test results are negative, your child may return to school. If the test results are positive, please inform the school immediately and we will take advice from Public Health England (see attached letter.)
5. Please provide us with your most up to date contact details, if you have not already done so. If your child falls ill with Covid symptoms in school, they will be placed in the Covid isolation room and should be collected as soon as possible to then access a test. We have a small number of postal tests for families who are not able to travel to a test centre.
6. If you have a child in Years 5 or 6 and live within walking distance of the school, we ask that you consider allowing them to walk home alone. We will not release your child to walk alone unless we have written consent as an email or letter to the school office.
7. The school day will now start between 8.30 and 9am (not 9.10am.) The timings for the end of the school day remain the same.
8. Visitors to the school will now be limited to professionals carrying out essential work. All visitors will be required to wear visors and to antibacterial gel on entry and exit.

We really appreciate that these measures are not in-line with the welcoming, friendly ethos our school is so proud of. We hope that, by putting in such restrictive measures quickly, we will be able to limit and ultimately reduce the level of infections in our area and return to normal quickly. It would be very useful to us if you are able to discuss the changes with your child this evening as things will seem a little strange for them tomorrow.

This letter is accompanied by a letter from the NHS providing information about testing and what to do if you suspect that you may be infected.

Yours sincerely

Mr J Edwards  
Headteacher

Jackie Mew  
Chair of Governors