



CONCORDIA ACADEMY

Union Road, Romford, RM7 0HG
School contact number: 01708 932710
School email: info@concordiaacademy.co.uk

Friday, 05 March 2021

Dear Parents/Carers,

RE: School Reopening

As you know, Concordia Academy is reopening to all children on Monday 8 March. We are very much looking forward to welcoming all of our children back to school.

When we reopen, there will still be a number of measures in place to ensure that the school is operating as safely as possible.

Some of these measures are outlined below.

- Children will be expected to wear school uniform every day, we are encouraging parents and carers to wash all clothes regularly.
- No visitors will be accepted into the school unless in the case of an emergency and by prior appointment.
- Break and lunchtimes will be staggered to minimise contact between different groups of children.
- The kitchen will prepare hot lunches and Year 1-4 will eat these in their classrooms. Reception children will dine in the hall.
- All children must bring their own water bottles every day. These will be sent home every day for washing and refilling and should be labelled with your child's name. School water fountains will be put out of use to maintain hygiene standards.
- The cycle racks will be out of use so no child is permitted to leave bicycles or scooters on site.



REACH2 Academy Trust, Henhurst Ridge Primary Academy,
Henhurst Ridge, Branston, Burton-Upon-Trent, DE13 9SZ
Tel: 01283 246433 – Web: www.reach2.org
Twitter: @reach2trust – info@reach2.org
Company Number: 08452281 VAT Number: 220 8862 15





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- Children should only be bringing essentials to school such as coats, book bags and lunches. Book bags should not be adorned with toys or keyrings.
- Parents should not drive to school as this could result in congestion and crowding on Union Road. Havering will be exercising the right to fine drivers who park illegally.
- Different key stages will have staggered drop off and collection times to prevent crowding. Parents and carers are to drop their children off at the gate and send their children straight inside.

The start and end of day timings for each year group are as follows:

Year Groups	Drop off time	Collection time
Reception	8.50-9.00am	3.20pm-3.30pm
Year 1 & 2	8.30-8.40am	3.00-3.10pm
Year 3 & 4	8.40-8.50am	3.10-3.20pm

It is imperative that all children are dropped off and collected on time to minimise gatherings at the start and end of day. In order to ensure good timekeeping, it is advisable to walk rather than taking public transport as buses will have reduced capacity and may not allow you to board.

In addition to the above measures we will also be ensuring that children wash their hands regularly and that hand sanitisers are available in all classrooms and key areas around the school.

It is important to note that from Monday 8 March, attendance will be compulsory and the Government has made it clear that unauthorised absences will be sanctioned. Good attendance is more important than ever if we are to make up for the learning time that has been lost during the period of school closure.



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The Government has advised that face coverings in primary schools should be avoided and have instructed schools to devise a process for removing face coverings when children arrive at school. Should any children be wearing face coverings on their way to school, we will be asking parents and carers to remove them before they enter the school grounds.

However, all parents are required to wear face masks whenever they drop off or collect their child from school, or visit site for any reason. If you have a medical reason for wearing a face mask then please call the office, we may require medical proof.

For the foreseeable future, parents will not be able to have face to face meetings with teachers in the playground at the start or end of day. If you would like to speak to your child's class teacher then please call the office and leave a message, the class teacher will call you back as soon as possible.

Please be assured that the school is keeping abreast with updates from the Government and Public Health England and following all relevant advice to make sure that we can minimise the risk of infection in school and keep our community as safe as possible. We thank you in advance for your cooperation and understanding.

If you have any questions about school reopening, please do not hesitate to get in touch. Look forward to seeing you all on Monday.

Yours sincerely,

Mr R Akhtar
Headteacher



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