



www.swanlandschool.co.uk

4<sup>th</sup> January 2021

Dear Parent/Carer

Following on from Mr Huscroft's letter sent yesterday, I wanted to write to you to confirm that, at this time, we are planning and hoping to open as usual to all classes on Tuesday 5<sup>th</sup> January 2021. However, we are aware that the Government is making further announcements tonight and, should anything change, we will update you by email as soon as we are able.

Should your child be unable to attend school for any COVID-19-related reason, we have plans in place for remote learning; these are detailed in our contingency plan on the school website.

<https://swanlandeducationtrust.co.uk/swanland-primary-school/parents/covid-19/contingency-plan>

Online contact with your child would take place through Microsoft Teams, for which all the children have received log in details. For more information on how to use Microsoft Teams there are instructional videos on the School website. <https://swanlandeducationtrust.co.uk/swanland-primary-school/parents/covid-19/instructional-videos-for-using-ms-teams>

Please continue to be extra vigilant with regards to isolating if you or your child have had contact with someone who has tested positive for COVID-19. Should anyone in your household begin to show symptoms of COVID-19, all members of the household should isolate until a test has been carried out and a negative result received. Should your child be tested and receive a positive test result, would you please advise the school immediately by email to: [covidtest@swanlandschool.co.uk](mailto:covidtest@swanlandschool.co.uk).

Finally, thank you for observing the staggered start and finish times that were set out in September; this really helps both on the playground and in the cloakrooms. We will continue to have the staggered start and finish times until further notice.

Thank you for your continued support and we look forward to welcoming all the children back to school tomorrow!

Yours sincerely

Hannah Stephenson  
Head Teacher