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Knaphill Lower School
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Federation Headteacher Miss J Concannon
<http://www.knaphillfederationofschools.org.uk/>

PRIVATE AND CONFIDENTIAL – ADDRESSEE ONLY

Friday 20th March 2020

COVID – 19 UPDATE
Key Worker and Vulnerable Children School Provision

Dear Parents and Guardians,

Thank you so much for filling in the Google Form stating that you will require school provision for your child/children. We are pleased to inform you that we will be expecting your child/children to attend school on the days that you have requested. We will be opening and closing Knaphill Lower School and Knaphill School at the usual times each day. Children will be expected to wear their school uniform. Normal absence procedures will apply.

Knaphill Lower School – Please can you bring your children to the Year 2 doors at 8:45 a.m. and collect them from there at the end of the school day at 3.00 p.m. (Unless alternative timings have been agreed).

Knaphill School – Please can you bring your child to school at 8:30 a.m. Children will then go around to the playground until 8:40 a.m. when staff will collect them. Children will need to be collected by an adult at the end of the day at 3.10 p.m. (Unless alternative timings have been agreed). If your child would normally walk home alone, please can you contact the school office on Monday to let them know if this will be continuing.

At the moment, lunch provision will remain exactly the same for both hot dinners and packed lunches. Please provide a packed lunch for your child if you normally do so. If you would like to send in a healthy morning and afternoon snack for your child/children this would be welcomed (for children at KLS and KS as we are still unsure if fruit will be available for children at KLS moving forwards).

Children will need to have their PE Kits in school with them every day as we will continue to provide physical lessons and activities. We will ensure the children keep active and healthy and spend lots of time outside in the fresh air. Please can you provide them with a water bottle.

As school is closed, there will be no Early Morning Club at Knaphill School. We apologise for any inconvenience this may cause.

We kindly ask that you continue to be patient with us as we finalise systems and processes during this time. We look forward to seeing you and your child/children on Monday.

Kind regards,

Miss J. Concannon
Federation Headteacher