



# Friars Primary School & Nursery

Part of the Portico Academy Trust

Principal - Mr C. McClay

Vice Principal - Mr S. Roche

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PORTICO  
ACADEMY TRUST

opening doors, unlocking potential

CEO – Mrs C. Woolf

Monday 18<sup>th</sup> October 2021

Dear Parents/Carers,

## Learning Consultation Evenings

On Wednesday and Thursday this week, we have our Learning Consultation Evenings. If you have not booked an appointment yet, please do so by this evening as bookings will close and final lists will be printed and given to teachers tomorrow morning. To book your ten-minute appointment, please follow the Parents Guide that was on the other side of the first letter. Should you not be able to attend either evening and you would like to speak to your child's class teacher, please email the year group email account and our staff will do their best to arrange a mutually convenient time to talk with you on the phone before the end of the half-term.

As you are likely aware, COVID-19 rates have been increasing locally and with this in mind we must ask everyone to adhere to our updated measures:

- **Adults must wear face coverings at all times inside the school building.** We had originally said that face coverings could be removed for the actual meeting but due to rising cases, we must insist that face coverings are worn at all times unless you are exempt. Please do bring your own face covering but if you should forget, a member of staff will have disposable masks at the reception to hand out.
- When arriving at the reception, everyone must sanitise their hands. There will be additional hand sanitising stations around the building.
- For the meetings, seating will be arranged to ensure there is at least a two-metre distance observed.
- Where possible, please do leave children at home. This will limit the numbers of people in the building at any one time. If you do need to bring your child/ren, please can they stay with you at all times.
- Windows and doors throughout the school will be left open to ensure there is adequate ventilation.
- No one with COVID-19 symptoms must attend.

## Book Fair

Our Book Fair starts today and will run all the way up to Friday 5<sup>th</sup> November. If you would like to visit the Book Fair, it will be based in the Maths Room at the front of the school and will be open from 3:15pm until 3:45pm each day. Due to the limited space in the Maths Room, we will be restricting numbers to five families at a time. When in the building, adults must wear face coverings unless exempt. At busier times, it might be necessary to queue but as the Book Fair is with us until after the half term, this should be rare. We can take payments by card. If you wish to pay with cash, we do not have a float available to minimise handling of coins - but will be able to hold your book until you have the correct change.

Thank you in advance for your attendance and support with both the Learning Consultation Evenings and Book Fair. Here's to a great final week.

Yours sincerely,

*C. McClay*  
Mr. C. McClay  
Principal

*S. Roche*  
Mr. S. Roche  
Vice-Principal