

Dear Parents and Carers

Unfortunately, **we now have several staff members who are in 14 day self-isolation** due to a household member displaying COVID-19 symptoms. This has significantly reduced our staffing capacity even further.

Please note that we are not providing an educational provision at this time, but an emergency-response provision.

PROCEDURES FROM MONDAY

1. The gates will open tomorrow at 8.55am. We are asking that all parents walk with their child to stand by the first available marker.
2. They will be called one at a time by a staff member.
3. One staff member will take your child's temperature prior to allowing them to enter the building and the other staff member will mark them present. If your child's temperature is above normal (e.g. greater than 37.5) you will be asked to take your child home and they will need to isolate for 14 days.
4. When your child is allowed in, you may then leave.
5. Children will be dismissed through the studio doors one at a time. Please practise social distancing of 2 metres whilst you are waiting for your child.
6. The gates will be opened at 2.55pm.
7. There will not be admittance to ANYONE to the school office. Messages must either be emailed to info@morden.merton.sch.uk OR phone the school between 9-3pm.
8. Children who are collected late will forfeit their provision place for the remainder of this provision period.
9. **If your child is late, they will not be admitted.** Once the gates are closed, they will remain closed until 2.55pm.

This list of rules may seem draconian, but we must protect the health of the staff who are putting themselves at risk continuing to come into school.

Once again, if you need to contact school, the best method is via our school email info@morden.merton.sch.uk. This is currently being manned by 4 staff members on a regular basis, including weekends.

Best wishes and stay safe,
Mrs Blow
Headteacher