



**16<sup>th</sup> March 2020**

Dear Parents

**Y4 Hooke Court**

I am writing to let you know that Mr Shaw is now unable to accompany this residential visit. As I am sure you will be aware, any member of staff or child presenting with a cough and/or temperature, should now self isolate. Unfortunately Mr Shaw has developed a cough and therefore we have no option but to follow the directives set out by Public Health England, which were explained in my letter yesterday.

I appreciate that this update may cause alarm, but please be assured that Mr Shaw does not feel particularly unwell and under any other circumstance would have gone on the trip.

I am sure you will agree that during these uncertain times, full transparency between school and home is of the utmost importance, and I ask that parents reciprocate this.

We have organised for Mr David Evans, a teacher who has been working with us since the start of term in Year 2, to take Mr Shaw's place.

We know that you will need to come into the hall to speak to your child's group leader and to hand over any medication, however we do ask that this is done quickly and parents then leave and wait by the coach to enable the staff to carry out all the necessary preparations with the children (including hand washing).

Thank you for your understanding and continued support.

Kind regards

Mrs Louise Wood

Headteacher



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