




**Acting Head of School** Mrs Harriet Phillips  
**Executive Head Teacher** Mrs Lyssy Bolton  
**Telephone** 01225 768641  
**email** [office@castlemead.wilts.sch.uk](mailto:office@castlemead.wilts.sch.uk)  
 @CastleMeadSch

## Parent Communication

**Date:** 16<sup>th</sup> September 2020

**Subject:** Face coverings at drop off and collection times

Dear All

Following a review of procedures yesterday we have decided that staff will now be wearing visors on the gate. Firstly my apologies for not warning you of this change in procedures which would have enabled you to better prepare the children. However there is currently an increase in positive Covid case numbers in Wiltshire. In addition there is currently limited access to testing as the system becomes strained with winter viruses.

In order to maintain the safety of staff in busy areas, and when in contact with parents outside, it is important that I ensure staff are safe and do not become unwell. This will make sure that we can keep the school open and safely staffed; in this situation we have opted for visors (rather than face coverings) so the children can see us smile!

We will continue to monitor the local rates of positive cases, but there seems to be an increasing number, **we are asking as a precautionary measure for any adult (11+) dropping off a child to wear a face covering or visor.**

We will work with the children so they understand the need for the visors on the gate, and I appreciate your understanding and support in the use of this safety measure.

Please remember where possible only one person drops off and collects your child(ren).

Thank you for your continued support at this difficult time.

Harriet Phillips  
Acting Head of School