

17 July 2020

Dear Parents and Carers

The date for students to return to school is Wednesday 2 September.

However, staff will also be available in school on Tuesday 1 September 2020 to receive the medication your child needs if this is more convenient for you. In order to maintain a degree of privacy and taking account of social distancing, this service will be by appointment only. If you would like to take advantage of this opportunity you must first telephone the class teacher to arrange a suitable time to meet (his or her telephone number can be found in the class transition book).

Please note:

- From 1 September the school will no longer accept medication that has already been opened (with the exception of liquid antibiotics).
- A separate *Request for the School to Administer Medication* form must be completed in full for each item of medication to be held in school. These forms can be printed from the school website.

We look forward to seeing you in September.

Yours sincerely



Shelley Thomas
Head of First School and Therapies