

Willow Tree Primary School
2 Greenland Street
Salford M6 5TJ

0161 921 2850

Head Teacher: Mrs R. Munro

www.willowtreeprimary.org



Dear Parents and Carers,

22nd October 2020

Thank you to all parents and carers for your support during this extraordinary time. Over this half term, the children have settled well into the new school routines and ways of working.

We have worked hard in school to ensure that children have returned to a well-managed and safe environment and we have developed a detailed risk assessment, which sets out in detail the steps school has taken to reduce the risk of spreading the virus. We also work closely with Salford Public Health Authority to ensure that everything we do is in line with official guidance.

You will know from the news that Coronavirus is still around, that cases are increasing across the country, and there continues to be an increased number of positive tests across the city and within our community.

Our school has a very clear procedure in place when pupils are showing any of the symptoms of the virus. We will take swift action in all cases taking advice from our local public health. When necessary, pupils will be sent home to isolate. In order to support this process please ensure your contact details are up to date. Data sheets have been sent home. Please complete these with any changes and send back into school.

Parents' Evening

This will take place week commencing Monday 9th November. As we will be unable to host a face-to-face event, our parents' evening will take the form of a telephone call with your child's class teacher. Please look out for further information on how to book a time during the first week back after half term.

School Photographs

Will take place on Thursday 12th November. We will only be offering individual photographs not family photographs on this day. Children will stand for their photographs which will take place in a socially distanced manner from the photographer. A comprehensive risk assessment is in place to support this process.

Staff Training Day

Please note that school will be closed on Friday 27th November for staff training.

Own Clothes Day

Friday 23rd October – last day of term, children are welcome to wear their own clothes or a Halloween costume of their choice.

We hope you enjoy the half term break and look forward to seeing everyone on Monday 2nd November.

Yours faithfully

R.L. Munro

R.L. Munro - Head Teacher

