

18 May 2020

Dear Parent/Guardian,

I am writing to provide you with further details about our special provision at Maiden Erlegh School in Reading. As you will be aware, we are currently running the school as a Trust school, so have children from our other schools onsite at Maiden Erlegh School in Reading. Following the half term break on Friday, we will continue to run the special provision but this will now only be designated to our pupils, and the other Trust schools will return to their own site.

The key information for this provision have been listed below. Please note for those who have already attended the special provision, there are some changes to the current rules and arrangements:

- The special provision will run from 9am-3pm daily
- Students will be expected to wait outside the front of school, until called into the school site by a staff member at 8.30am. Students are not to wait in front reception
- **Students are expected to arrive in school uniform.** Students can adopt the summer uniform rules, meaning they do not need to wear their blazer. They may bring trainers with them in their bag, should we be able to offer some practical sessions
- Strict rules around social distancing and hand sanitisation will be in place at all times
- Packed lunches are preferable but cold food will be provided daily and those entitled to free school meals can access them in school
- Temperatures will be taken on arrival
- Should your child or members of the household display any symptoms of Covid-19 you should follow government guidance in relation to self-isolating

To help us fully prepare for the provision, it is important to know who we are expecting to arrive at school each day. I therefore kindly ask that you complete the survey below if you are critical workers and/or if your child is classed as vulnerable:

[Please click here](#)

This survey will close at 5pm on Thursday 21 May.

On Friday I will write directly to all families who have expressed their intent to use this provision.

We thank you for your continued support and engagement with the school.

Yours sincerely,



**Miss C Burns**  
AHT, Inclusion and Safeguarding