



23 June 2021

Dear Parent/Guardian

**Provision of face coverings in school**

One of the control measures in our latest COVID Risk Assessment is that students must wear masks in corridors and communal areas. We would like to thank all parents and students who have been complying with this measure in order to keep our school community as safe as possible during the pandemic.

We are currently providing masks to students who have forgotten them or damaged them free of charge and these are being financed from our school budget.

We are, however, finding that an increasing number of students are either not bringing a mask or damaging/ misplacing their mask during the day and this is resulting in us providing in excess of 150 masks every day. This causes significant disruption to transitions, results in students being late to lessons and also has a significant financial impact.

From 23 June 2021, we will provide one mask to a student free of charge per day. Any subsequent masks will be charged at the rate of £1 per mask and will be payable via ParentPay.

We will ensure that this message is clearly given to students. We would be extremely grateful if parents could ensure that students are provided with a supply of masks each day and with a plastic bag in which they can be stored during lesson time if your child chooses not to wear them in the classroom.

Yours Sincerely

**Mr A Johnson**  
Headteacher