



16 September 2020

Dear Parents and Carers,

Now that the pupils have been back to school for a couple of weeks, we would like to respectfully remind you of a couple of housekeeping points:

### Attendance Procedure

If your child is unwell and not going to be attending school, can you please contact the school before 9.30 am either by emailing ([attendance@piggottschool.org](mailto:attendance@piggottschool.org)) or telephoning (0118 9402357). We do require a brief explanation of the illness rather than just saying your child is unwell so that we can monitor any trends in sickness that may arise. Can we also ask that you contact us each day that your child is off so that our records are correct.

### Face Masks

Pupils and staff are now required to wear face masks in communal areas as per Mr Gray's letter earlier this term. The vast majority of pupils are remembering to bring theirs with them but we are seeing growing numbers forgetting theirs and having to ask the school for one. Can we please ask that you remind your child to bring a mask in each day along with a plastic bag to keep them in when not in use.

Your help with both matters is much appreciated.

Kind regards

The Piggott School



*The Piggott Church of England School is a company limited by guarantee  
Registered in England and Wales, registration number 7682284  
The Piggott Church of England School is an exempt charity.*

