

1st December 2020

Dear Parents/Carers,

Christmas Plans Within A Time of Coronavirus

As we near the end of term and head towards the festive season, we know that some families and learners will be thinking about 'thank you' cards and gifts to others in school – both school friends and staff.

We want to remind you that our staff really do not expect presents. If you do want to send a gift for a staff member or team, we just wanted to remind you of some things to be aware of:

- If your gift is a food item, it must be **nut-free** and **wrapped securely**.
- Our staff cannot accept cash gifts and staff must register with the school any gifts over the value of £25.

Changes due to coronavirus – gifts and cards

Due to the current coronavirus situation, we have put the following plans in place to allow gifts and cards to be shared:

1. We would like to request that all cards and gifts are:
 - Brought in from 1st December until 11th December (**1 week before the end of term**).
 - Clearly marked with the staff or young person's name and class.
2. **We will collect all gifts and cards at the school office** and ensure that they are kept safe for 72 hours before distributing them to staff and or learners.

Please **do not send in gifts** if you or your child are self-isolating, have symptoms of coronavirus or have tested positive. If your child wants to write a card, they can instead send an email or e-card to the school office and we will make sure this reaches their teacher(s).

Changes due to coronavirus – celebration meals, decorations and last day of term.

We will unfortunately not be inviting parents into school to join in any festive celebrations this year. The school will be celebrating with a Christmas meal, virtual pantomime and other activities in class groups. We have taken the decision not to have Xmas decorations around the school but classes may, for example, put-up stained-glass window/ snow flake decorations on their classroom windows. As it will not be possible to hold our Annual Xmas Fair we will be selling items made by learners via our online school shop. We will also post our Celebration Assembly onto our website on the last day of term so that we can celebrate learners' achievements.

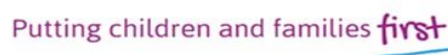
We would like to take this opportunity to wish you and your families well over this festive season and thank you for your continued support to our school.

On Wednesday you will receive another letter outlining arrangements for Parent's afternoon, reports, certificates and home learning.

Kind regards,



Nicola Wells
Principal for Quest Academy.



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