



Diocese of St. Albans



ST MARY'S
CE HIGH SCHOOL

23rd September 2020

Dear Parent/Carer

Dropping off and picking up your children at school

I would like to remind parents/carers dropping off and collecting their child that you should not get out of your car, but wait for your child to come to you for pick up. This is to maintain social distancing on the school site.

Wearing of Face Coverings

I am writing to advise you and your child that I am making the appropriate wearing of a face covering obligatory in indoor public spaces in school (corridors, sixth form common room, sports hall for collective worship and dining room/main hall whilst not eating). This also applies to staff in these areas. Government guidance still states that face coverings are not to be worn in classrooms.

Face coverings **must not** have any inappropriate signs, logos or words and should be appropriate for a school setting.

I will be asking everyone* who has a covering to wear one from tomorrow and **expecting** everyone* to wear from Monday 28th September 2020. This will allow a few days for any students who do not have a covering to acquire one. Since face coverings are part of our non-work daily life we won't be generally providing them for students in school.

**The Government recognise that not everyone can wear a face covering, stating that those who have an age, health or disability reason may not be able to wear one.*

It is important that we wear face coverings appropriately and we put them on, take them off and store/dispose of them properly. To that end I would like you and your child to take some time to read the Government guidance below (taken from [here](#)) to ensure that you know how to handle them correctly.

How to wear a face covering

A face covering should:

- *cover your nose and mouth while allowing you to breathe comfortably*
- *fit comfortably but securely against the side of the face*
- *be secured to the head with ties or ear loops*
- *be made of a material that you find to be comfortable and breathable, such as cotton*
- *ideally include at least two layers of fabric (the World Health Organisation recommends three depending on the fabric used)*
- *unless disposable, it should be able to be washed with other items of laundry according to fabric washing instructions and dried without causing the face covering to be damaged*

WE BELIEVE EVERYONE IS EQUAL: EVERYONE DESERVES THE BEST

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Headteacher: Mr Nicholas Simms B.Sc. (Hons), NPQH

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When wearing a face covering you should:

- *wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on*
- *avoid wearing on your neck or forehead*
- *avoid touching the part of the face covering in contact with your mouth and nose, as it could be contaminated with the virus*
- *change the face covering if it becomes damp or if you've touched it*
- *avoid taking it off and putting it back on a lot in quick succession (for example, when leaving and entering shops on a high street)*

When removing a face covering:

- *wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before removing*
- *only handle the straps, ties or clips*
- *do not give it to someone else to use*
- *if single-use, dispose of it carefully in a residual waste bin and do not recycle*
- *if reusable, wash it in line with manufacturer's instructions at the highest temperature appropriate for the fabric*
- *wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser once removed*

Thank you for your ongoing hard work and support over keeping us all safe at this trying time.

Yours faithfully



Nicholas Simms
Headteacher

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