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**ELLIS  
GUILFORD  
SCHOOL**  
*Creative  
Education  
Trust*

Tuesday, 3<sup>rd</sup> November 2020

Dear Parent/Carer,

### **Wearing of Masks at Ellis Guilford School**

I want to write to inform you of the school's expectations for pupils when wearing masks.

You will be aware that pupils are expected to wear masks whilst they are in corridors, in indoor communal areas or whilst moving to and from lessons.

I am pleased to say that the majority follow this rule, but there are always a number who forget or do not have their mask. During last term we distributed plain blue disposable masks when we were able to do so.

As we are now entering a national lockdown, it is essential that all students, except those who are exempt for medical reasons, are encouraged to recognise the importance of wearing their masks and, as importantly, taking care of them throughout the school day.

This morning, therefore, we have distributed reusable, washable, breathable and stretchable masks – with a usable bag to keep them in- to those who haven't had their masks with them today. As a reminder, masks should be plain blue, black, grey or white in colour.

We will be distributing more masks to pupils who would wish to have one, as a replacement or as a spare.

In addition, we will be ensuring all pupils are made aware of the government guidance relating to face coverings.

We would ask you to make sure your child does the following:

1. Write their names in the inside of the mask, on the piece that goes around the ear



2. Keep the mask bag for storage and not put the mask straight into their pocket after using
3. Do not give their mask to someone else to use

The masks are reusable, so wash it in line with the instructions, at the highest temperature appropriate for the fabric.

I do wish to thank the vast majority of pupils and parents/carers who wear their plain mask every day.

Now, there is no excuse, and I would be grateful if you would support us in this.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Chris Keen', enclosed within a thin black rectangular border.

Mr Chris Keen  
Principal