



## *Barrowby Church of England Primary School*

1<sup>st</sup> December 2021

### **Reception Christmas Assembly**

Dear Parents,

As you know the Reception Christmas Assembly is scheduled for Friday 3<sup>rd</sup> December: 9.30 – 10.00am.

In light of recent COVID developments over the weekend we have updated our school's [Events and Activities Risk Assessment](#) and shared this with the Health Protection Team to ensure the protective measures are proportionate and allow for our planned events to go ahead this Christmas. All our COVID Risk Assessments can be found by [CLICKING HERE](#).

The Health Protection Team have confirmed that our Risk Assessments,

*“...are very detailed and thorough and take into account current guidance.*

*You have applied all of the right control measures such as ventilation, social distancing, hand hygiene.”*

Therefore, I am pleased to announce that our Reception Christmas Assembly will go ahead on Friday 3<sup>rd</sup> December and we are looking forward to welcoming you all to the second of a series of planned Christmas events.

In order to minimise the spread of COVID and the new Omicron variant we are asking everyone who is aged 12 and above and is planning on attending the Reception Christmas Assembly to take a Lateral Flow Test, on Friday 3<sup>rd</sup> December before arriving at the Assembly.

**If you develop symptoms or test positive at this test we would ask that you do not attend the performance and arrange for a PCR test.**

In addition, we ask that all those attending wear a face covering to reduce the risk of airborne transmission further.

When queuing parents should queue down the church pedestrian path-socially distance and wait next to the hall gates, as this will be the point of entry and exit for the performance.

This year, we will not be sending home 'tickets.' On entry to the performance visitors will be checked off the 'Ticket Allocation' list by a member of staff.

Unfortunately, if you have not requested tickets and your name is not on the list then you will not be allowed entry to the performance. This is to limit the number of people in the audience.

We require all visitors to wear a face mask or prove by presenting an exemption lanyard if not required to.

Any exempt person from wearing face coverings will be asked to sit at least 2 metres away from the staff and children who are performing.

We will temperature check visitors on arrival while standing outside of the school building, as well as encourage everyone to hand sanitise on entry to the hall.

To reduce congestion further refreshments will not be sold at the performance.

You will be able to purchase raffle tickets before entering the hall however they will be drawn after the event, with winners being notified of their prize the next day and can either have it sent home with their child or arrange for collection from the school foyer.

In summary, on entering the school hall we ask all visitors:

- Keep your face mask/covering on for the whole time you are in the hall before/during and after the performance.
- Find a seat quickly.
- Limit moving around the hall. If visitors need the toilet exit via the external hall doors and go round to the main school entrance, at the Foyer. **Please do not walk through the school building.**
- Once the performance is over, a member of staff will direct you to leave. **Please remain in your seats until asked to leave so to stagger the departure of the audience.**

We hope that you understand and will support the school's position-following all advice contained in this letter and our school's Events & Activities Risk Assessment.

We very much hope to see you on Friday 3<sup>rd</sup> December: 9:30am, if you have booked tickets for our Reception Christmas Assembly.

Kind regards



Len Batey  
Headteacher