



Rigby Lane, Bromsgrove, Worcestershire B60 2EP  
Tel: 01527 875475 Fax: 01527 870211  
Headteacher: Mrs T Smith  
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Wednesday 2<sup>nd</sup> December 2020

Dear Families,

I hope that you are all safe and well.



We have definitely entered the Christmas spirit here at Rigby with the children enjoying the competition of decorating their bubble Christmas trees which in turn has raised smiles throughout the whole building.

I have been asked by several children and some parents about Christmas cards and presents this year.

After much thought (and there has been a lot of thought around these things at the moment) we have decided on the following:

**Week of the 7<sup>th</sup> to 11<sup>th</sup> December** – IF you want to send in cards and/or presents (and please know there is absolutely NO obligation for either), they need to come in to school from the 7<sup>th</sup> and NO LATER than the 11<sup>th</sup>. It is preferable for you to not lick down the envelopes but tuck them in. If items arrive after the 11<sup>th</sup>, they will NOT be handed out until after the New Year.

Cards will be stored in each classroom in a plastic bag until the 11<sup>th</sup>.

On the 11<sup>th</sup>, all items from classes will be taken to a central point in the school and from this point, will be stored for 72 hours.

From Tuesday 15<sup>th</sup>, the items in this storage will be handed out to bubble tables in the staffroom to be distributed. Anybody touching these items will do so with anti-bac on their hands. Please be mindful that on their return home, you need to store for 72 hours away from other items to further minimise the risk of any infection.

It probably sounds like a lot of steps for a simple activity but, it is still a means of spreading infection and as I don't want to 'ban' any more elements that the children take pleasure from, this is the safest and best method we can think of.

Hope this helps.



**“Valuing every achievement”**



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Keep safe and well and please continue to inform me via my work mobile – 07935 223378 or [covid@rigbyhall.worcs.sch.uk](mailto:covid@rigbyhall.worcs.sch.uk) if you or anyone in your household shows symptoms.

Many thanks as always for your continued support.

Yours sincerely

*Tracey Smith*

Headteacher



**“Valuing every achievement”**