



Forest Gate Community School

20th March 2020

Ref: FB/AC

Forest Lane
Forest Gate
London, E7 9BB
Tel: 020 8534 8666
Fax: 020 8519 8702
email: info@forestgatecst.org

Acting Head of School: Thahmina Begum
Executive Headteacher: Simon Elliott

Dear Parent/ Carer

Your child fulfills the criteria to attend school from Monday 23rd March 2020 under the emergency measures outlined by the government. This is for one of the following reasons:

- **Your child has an EHCP**
- **Your child/family has a social worker**
- **Your child cannot be cared for by someone who is not an essential key worker**

Due to the need to reduce social interaction, if you choose not to send your child in or you wish to restrict their hours in school to when you are working, please let us know by email info@forestgatecst.org by Monday 23rd March at 8:30am.

Your child should attend school in full school uniform. Due to staffing restrictions your child needs to arrive from 8:20am and enter the school through the main reception. All students will finish at the usual time of 3:30pm and there will be no extra-curricular activities.

Please disregard this letter if you have already told the school you intend to keep your child at home.

I would like to take the opportunity to wish you and your family all the very best at this difficult time.

Yours faithfully

Ms T Begum
Headteacher