



St. Werburgh's C. E. Primary School

Love to learn, Love God, Love one another

1st December, 2020

Dear parent/carer,

Christmas cards for our friends

We hope that you are well and on behalf of the school team we would like to wish you a very **Happy Advent** – a significant season in the Christian calendar.

As you know, our children are friendly, loving and caring, and often enjoy sending one another Christmas cards. At this challenging time, we still wish for children to have the opportunity to do so whilst keeping one another safe. Therefore, we will be following a different procedure for those who wish to send cards:

- All cards should have the Christian name and surname (as some classes have several children with the same Christian name) AND the class of the person to whom the card is being sent, written clearly on the envelope. Where possible, please avoid sealing the envelope with saliva – either use a wet finger to seal the adhesive, or simply tuck-in the envelope flap.
- Cards should then be posted in our school 'post box' which will drop into a box inside (children should not pass cards directly to one another).
- This box will be changed every day.
- After a quarantine period of 72 hours, the cards will then be taken from the relevant box, sorted, and passed to the appropriate classes.
- Envelopes can then be taken home to be opened with a smile!

Please note that due to the need to quarantine and sort the cards, the last postal date will be **Monday 14th December**.

Sending messages of goodwill and love is common in our happy little school be it by card, a smile, or a kind sentence. By following the steps above, we can reduce risk when sending and receiving Christmas cards.

Best wishes for the Advent season,

The St. Werburgh's team



Holt Lane, Kingsley, Staffordshire, ST10 2BA. Tel: 01538 702355. e-mail: office@st-werburghs.staffs.sch.uk



Kingsley Kingfishers Pre-School

www.tmpf.staffs.sch.uk