



National Teaching School
designated by

National College for
Teaching & Leadership

Ludwick Nursery School
Holwell Road
Welwyn Garden City
Hertfordshire
AL7 3RP
Tel: 01707 323693
Fax: 01707 343091
Email: admin@ludwick.herts.sch.uk



Thursday 24th September 2020

Dear Parents and Carers,

Following on from Tuesday's government announcement it is imperative that we all make an effort to follow government advice hands, face, space. Thank you to those of you who are protecting each other and the school staff by wearing facemasks when in the schools grounds.

We have ordered a small number of Facemask Exempt lanyards for those parents who are exempt from wearing masks. We would ask that these are worn on site so that staff are aware of this exemption.

Only ONE parent/carer should come to school to drop off or collect their child. We all want to make sure that Ludwick is as safe as possible for our children, families and staff and we want to stay open.

Please help us by following the guidance above and let us keep each other safe and keep our school open. Please ensure that you notify everyone who drops off or collects your child (including childminders), of this information.

On the back of this letter you will find a simplified flowchart to refer to if your child becomes unwell. I hope that this is useful.

Yours sincerely,

Mrs Helen Ackerman

Head teacher



COVID-19 Flow Chart—September 2020

Please inform school if your child is absent and the reason why. If your child is absent, we will contact you if we do not hear from you.



We know it is confusing at the moment around illness, COVID and attendance. We have tried to simplify it with a flow chart to make it easier to follow. We will update as required.

You can book a test at www.self-referral.test-for-coronavirus.service.gov.uk/anitgen/name

