



St. Matthew's High Brooms C.E. Primary School
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Head teacher: Mrs S Hayward
Deputy Heads: Mrs C Pollard and Mr T Hardwick

Fulfilling God-given potential

Wednesday 22nd April

Dear Parents/Carers,

We were due to send out reports for years 1-6 at the end of Term 4, on March 30th. Due to the lockdown starting on Monday 23rd March, all our plans to complete these reports and send them home with the children were disrupted.

Since then, teachers have worked on reports digitally at home. We will be posting reports to parents from this week. We have been able to organise the majority of reports but if we do not have your child's completed written report ready, due to technical issues or teacher illness then we will get the report to you as soon as we can.

Some reports might read a little strangely as teachers were writing them before the lockdown and closure of schools took place. Therefore, there will be references to the next steps they need to do which would have been addressed in lesson planning, and hopes and aspirations we had for them in the Summer terms.

We have not been able to complete the attendance information or sign the reports, as most had to be completed remotely and were printed as a batch in school. The letter to explain the reports was pre-printed and contains a reply slip. Obviously, we do not expect the reply slip back but you can acknowledge the report via dojo to your child's class teacher.

Reception parents normally receive reports at the end of the academic year as they would have had a chance for parent consultations at the end of term 4 if school had been running as normal. This was also the case for Robins class. The Reception and Robins teachers are currently writing reports now but these are not ready yet to post. We will let you know when we have a date confirmed for sending these out.

Thank you for your understanding.

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'S. Hayward', written in black ink.

Mrs S. Hayward
Headteacher

