

THE HELLENIC SCHOOL OF MANCHESTER
Greek Orthodox Church
406-408 Bury New Road
Salford
M7 4EY



24th August 2020

Dear Parents and Carers,

We hope this email/letter finds you well.

The staff and committee of the Hellenic School of Manchester have been working hard to plan the reopening of our school in September. As I am sure you can all imagine, this had taken a great deal of work given the ongoing Covid19 pandemic. However, we are now in a position to confirm that the **Saturday** school will resume lessons as of **Saturday 19th September 2020**. For the time being, lessons will be shorter than normal and classes will have staggered start and end times, this will ensure social distancing within the school. The committee have undertaken a full Risk Assessment and prepared a Standard Operating Procedure which will be adopted when the school reopens. Both documents can be found attached to this letter/email and on the School's website at www.hellenicschoolmanchester.org. We invite all parents to read the documents and familiarise themselves with the new procedures.

To enable the efficient and safe opening of the school, we ask parents to take note of the following important matters:-

- There will be **no face-to-face registration this year**. Parents **MUST** register their children online, via the School's website. The deadline for all registrations is **4pm Saturday 5th September 2020**. Any children not registered by that date cannot be guaranteed a place at the school, since classes this year will be smaller than normal. We urge parents to register their children as soon as possible, to enable the school staff to allocate teachers and plan classes.
- **Cash payments** for school fees **will not be accepted**. All payment for school fees must be made via BACS/bank transfer, using the school's bank details which are provided (**Barclays Bank, Hellenic School of Manchester, Sort Code 20-55-41, Account Number 93662071**) and can be found on the School's website. Any parents who have difficulty making payment for school fees should contact the school immediately.
- Some **help from parents will be required** when the school opens, to enable safe operation of the school. Any parents who are interested in volunteering to help, should email the school as soon as they can using the email hellenicschoolofmanchester@gmail.com

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Unfortunately, we have not yet had confirmation from Chorlton High School as to whether we will be permitted to use their premises for the **Tuesday** school. The Committee are in contact with Chorlton High School on a regular basis, and hope to have an answer from them soon. We are however making enquiries of alternative venues for the Tuesday school. As soon as we are in a position to confirm plans for the Tuesday school, we will do so.

Once again, we thank all of our parents and students for their patience and understanding in these difficult times. We look forward to welcoming you all back to school in September.

If you have any further queries and/or questions please do not hesitate in contacting us.

With best wishes

On behalf of the Hellenic School of Manchester & the Teaching Staff,

Angela Stivaros (Mrs)
Secretary