

Date 01 December 2021

Your ref

Our ref

Dear Parents and Carers

I would like to take this opportunity to introduce myself as the new Executive Director of Education and Children's Services in Edinburgh and to thank Julien Kramer the outgoing interim for all his work and commitment. I would also like to thank those of you that I have so far met or been in contact with for your wonderful welcome to the City. I am hoping to be able to come out to schools and settings as soon as circumstances allow. In the interim I am grateful to Lorna, her team and everyone who works in our education system and of course you, the parents and carers, for working together so well to keep safe in unprecedented times. Whilst I know the situation is still uncertain, and Lorna gives some more up to date advice below on keeping safe and well, I would like to take this opportunity to wish you all a happy and peaceful holiday season.

**Amanda Hatton**  
**Executive Director of Education and Children's Services**

*Note from Lorna French*

We are so close to the end of the term and so close too, to a 'normal' festive period. Last year we had one day to see friends and family and it was precious to us. To make sure we are not recovering, or isolating or worse, please do continue to take extra care. Please remember that our Schools' Guidance is not the same as wider society guidance and has been drafted to keep the spread of infection at an absolute minimum. A HUGE thank you from our staff for your understanding

- Face coverings, Avoid Crowds, Clean Hands, Two Metre Distance, Self-Isolate
- LFD Testing may hopefully be a habit by now – please stock up for use over Christmas and beyond
- Some schools may still have staggered drop off/collection times; this is only in place to halt the spread of infection and will be lifted as soon as it is no longer necessary

Christmas can be celebrated, and festive fun had in so many ways, but we will do further work to check on the health and wellbeing of our children, young people and staff as the pandemic continues to affect our lives.

Once more, please get in touch to discuss any of this with your child's Headteacher, or with me, or Amanda. We are very happy to clarify and work with you.

Kind regards and have a wonderful holiday!

**Lorna French**  
**Acting Head of Schools and Lifelong Learning**