

Dear parents,

14.12.2020

First, we would like to thank you for your cooperation, flexibility, and support during the last year. Our whole team is in a constant process of learning and we do our best to let you participate, but also to avoid unnecessary excitement to support your children during these difficult times.

This week classes will take place on December 14th and on December 15th,
 from **December 16th to December 18th your children will have to work at home.**

This will continue after the Christmas holidays from January 4th to December 8th 2021.

From January 4th, please contact our office in case one of your children has fallen ill with Covid-19.

Teachers and other members of our team will stay in contact with your children, send material, hold video conferences, and use various means of support.

For families, individual students, and classes it will be possible to get material or hand in material in House 1 and House 5. Beforehand, please contact your teacher.

We ask your understanding that we will supply your children with a lot of different material which they have to finish until January 8th 2021.

On our homepage you will find tips and ideas to support your children at home under the menu item "LERNEN ZU HAUSE".

The opening hours of the school will be from 8 a. m. to 3 p. m.

The offices will be open, too. Please call to clarify if you should come to school or if you can get the information you need on the phone.

Sekretariat Grundstufe 408 9996-0 (Monday to Friday from 7 a. m. to 3 p. m.)
Sekretariat Mittelstufe 4089996-3 (Monday, Tuesday, Wednesday from 7 a. m. to 12 a. m.,
 Thursday from 7 a. m. to 12.30 a. m. and
 Friday from 7 a. m. to 10.30 a. m.)

During the lockdown there will be the possibility **for systemically relevant families** that their children will be cared for at school. (This will not be possible during the holidays!)
 You can get the necessary papers from the office (Mrs Gefeller, House 1) and hand in the official confirmation of your employer. You can check on our homepage which professions are included.

I warmly wish you a healthy and happy Christmas-wintertime and hope that you and your family will stay healthy in the New Year and that we will conquer coming times together in the best possible way.

Alles Gute

Viola Ristow und ein starkes Team ;)