**[Insert Group Name and Contact Details]**

**[Insert DATE]**

**[Insert Parent/Carer Name]**

**[Insert Parent/Carers Address]**

Dear Parent/Carer,

Our plans for safely resuming face to face Girls’ Brigade activities

As some of the government restrictions around the COVID-19 pandemic begin to relax we’re planning for how we can return to face to face activities at **[insert group name]** Girls’ Brigade and the purpose of this letter is to inform you of some of the steps we’re taken to do this safely.

As we emerge from lockdown and the government restrictions around the COVID-19 pandemic begin to be relaxed we are writing to update you on our plans for the next session.

Our plans will follow Government and Youth Sector guidance, alongside of guidance issued by Girls’ Brigade and our local Church, to avoid any unnecessary risk to GB’s volunteer leaders, members and their families and the wider church community to which the group belongs

The safety of our members and leaders is important to us and we’ll be putting the following steps in place:

• New control measures will be in place based on Covid-19 Risk Assessment.

• Additional hygiene measures will be in place

• Social distancing will be maintained.

• Group sizes will be limited.

• We’ll be looking at ways to support those who are vulnerable, shielding or affected by COVID-19.

Return to GB will happen in phases, the first of which will be to resume in small fixed groups. Returning to face to face activities is voluntary for all young people, parents/carers and volunteers.

We’ll share more detailed plans on the safety measures we’re putting in place and how we’ll return to face to face activities soon, but if you have any questions or concerns do please get in touch with us.

Best wishes,

**[Insert Name]**

**[Role e.g Team Leader]**

**[Insert Group Name]**