

16 March 2020

Dear Parents

Update on response to coronavirus (COVID-19)

I would like to give you an update to our response to the coronavirus (COVID-19). We would like to stress that we have no confirmed cases of COVID-19 in the school. If there is a confirmed outbreak, you will be informed immediately and we will follow advice from Public Health England regarding closure and confidentiality.

As it stands, we have the following procedures in place:

- All children have been taught about the importance of personal hygiene and how to wash their hands properly. Children either use a hand sanitiser or wash hands first thing in the morning, before and after break, before lunch and at the end of the day. We also wash our hands if we have been outside for PE.
- Children have been reminded to always use a tissue to blow their nose and have been taught – *Catch it, Bin it, Kill it*. They have also been shown what to do if they do not have a tissue and also the importance of covering their mouth if they cough.
- Site staff and cleaning staff have been briefed about the enhanced cleaning measures required at this time, taking care to clean areas such as door handles throughout the day. Extra supplies of cleaning products and tissues have been purchased.
- All visitors to the school are asked to regularly sanitise their hands.
- We ask if that the school is informed if any pupil or member of staff who has come into contact with somebody who has been confirmed with COVID-19. They will be sent home and asked to self-isolate and call 111 for further advice.
- In the event of a confirmed or suspected case within school please be assured that we have procedures in place to isolate either the pupil, staff member or others in a designated area.

We are implementing the following Government guidance in that any adult or child displaying symptoms of COVID-19 must stay at home for a period of 7 days from when their

symptoms start. **We must adhere to these guidelines.** The most common symptoms of are recent onset of:

- new continuous cough and/or
- high temperature

Please follow link below for full Government guidance

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-people-with-confirmed-or-possible-coronavirus-covid-19-infection>

In the scenario where schools are asked to shut for any length of time, staff will provide work for pupils. Work will be uploaded onto the website.

Decisions regarding school trips and events are being reviewed on a daily basis. Decisions are made in conjunction with advice from the particular venue and Public Health England. We will always keep you informed of any decisions.

The DfE have launched a new helpline to answer questions about COVID-19 related to education. Staff, parents and young people can contact the helpline as follows:

Phone: 0800 046 8687 Opening hours: 8am to 6pm (Monday to Friday)

Email: DfE.coronavirushelpline@education.gov.uk

This letter is not intended to cause any alarm or undue worry, it is purely to give you the confidence that we are taking the necessary steps and are ready to do all we can to keep the children and whole school community safe. It is important that we all remain calm and considered in this situation, particularly when communicating to children and also to parents. It has come to my attention that some of the class Whatsapp groups are causing undue worry and spreading negativity about this situation. If you do have any queries or concerns about our response to the situation, please do contact us directly.

We will keep you up to date with any news or information that needs to be shared.

Kind Regards

Tijen Hassan

Headteacher