13th January 2020

Dear Parents and Carers,

I’m writing to update you all regarding the current situation concerning the Coronavirus and to keep you informed of what the school is doing to prepare for potential future eventualities. I firstly want to reassure you that we are monitoring the changing situation on a daily basis and taking notice of the advice of the Government, Public Health England and our Local Authority.

The only significant change in the advice issued concerns anyone returning from travel overseas. This advice is to stay indoors and avoid contact with other people if you’ve travelled to the UK from the following places, even if you do not have symptoms:

* anywhere in Italy on or after 9 March
* [specific areas in northern Italy](https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public#lockdown-areas) in the last 14 days
* Iran in the last 14 days
* Hubei province in China in the last 14 days
* Daegu, Cheongdo or Gyeongsan in South Korea in the last 14 days

**During this period of uncertainty, in the interests of the health of the whole school community, we would ask you to ensure that you keep your child at home if they have any signs of a temperature or a new continuous cough, for at least 7 days or until they are fully recovered.**

For further information visit <https://www.nhs.uk/conditions/coronavirus-covid-19/>

In relation to what the school is doing to protect your children, we have carried out work in each class focusing on the spread of disease and the importance of hand hygiene. We are ensuring that both the classrooms and toilets have anti-bacterial soap and tissues, and are asking the children to wash their hands regularly. Please support us, by reiterating the good principles for hygiene with your children from home too.

We have also taken the decision to close the school water fountain and have asked parent to ensure that children have water bottles in school. In case a child forgets their water bottle, we have provided disposable cups in every classroom.

We have taken the decision to postpone the upcoming Cafes of All event because of the increase in the number of different people spending time in the building. We have also taken the decision to postpone the school disco for the same reason. While there is no guidance telling schools to cancel events, we have decided that these are a prudent actions to take.

Many of you will be concerned about potential school closures in the future, the communication and organisation of such an event, and the educational provision offered to support parents during a period of closure. To help cope with events like this the school has a Critical Incident Plan, which is permanently in place to ensure we have a pre-planned course of action to follow. The decision to close the school will not be made lightly and any closure would be communicated to parents as soon as possible. In case of a closure we will contact parents by email also publish the closure information on the school’s website and on the school closures page of the Local Authority website. Parents will also be sent information on educating their children from home during the period of school closure.

Staff have also been asked to plan for an initial block of work that the children can do from home. This will include some age- related Maths and English work, some work relating to their topic and suggestions for how parents can use these activities alongside doing some physical exercise and enjoying the outside (please note that school closure does not mean self-quarantine).

If we do have to close the school to pupils, school staff will still be expected to come to work (unless they are ill, have child care difficulties or need to self-isolate) and so teachers would be available via email to answer parents questions about any work set.

I am currently being sent daily emails with government updates on Coronavirus email from the Department of Education; if the advice to schools changes at any point I will update you as quickly as I am able to.

Yours sincerely

Gill Davies