

**Mr Chris Thomas BSc**  
Headteacher

18<sup>th</sup> March 2020

Dear Parents/Carers

I want to update you on the school's current position regarding the Coronavirus.

As you are aware, the situation regarding the Coronavirus is frequently changing so I would urge you to always check the advice given at the link below.

### **Responding to the symptoms**

The most important points in the updated advice for schools are:

- Staff, young people and children should stay at home if they are unwell with a new, continuous cough or a high temperature to avoid spreading infection to others. Otherwise they should attend education or work as normal
- If staff, young people or children become unwell on site with a new, continuous cough or a high temperature they should be sent home
- If you live with others and you or one of them have symptoms of coronavirus, then all household members must stay at home and not leave the house for **14 days**. The 14-day period starts from the day when the first person in the house became ill.

Therefore, children who display the key symptoms should stay at home and they should also stay at home if someone else in the house has the symptoms. **If your child is unwell or is self-isolating, report this to the school as you would normally.**

If a student develops symptoms during the school day, you will be contacted and the student isolated until they can be collected.

### **School remaining open**

At the time of writing this letter, schools are expected to remain open. There may come a point when there are not enough staff in school to be able to teach a full timetable and safeguard the wellbeing of all students. If this point is reached, the school will move to a partial closure, details of which will be sent out via parent mail and placed on the school website. If the school is directed to shut by the government, this will be communicated in the same ways.

The intention is to maintain as normal an experience as possible whilst the school remains open and the school is acting appropriately to protect and support students and staff.

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Some modifications to 'normal operations' have been made:

- All overseas travel has been cancelled
- All fixtures and after-school clubs are cancelled until further notice
- Year 11 Interventions will continue as planned until further notice
- UK-based trips will be reviewed ahead of their scheduled date and, after an appropriate risk assessment, a decision will be made regarding whether a trip goes ahead or not.
- The whole-school assembly which takes place on Friday will be cancelled until further notice
- The Year 7 & Year 9 parents' evenings scheduled before Easter are postponed until a new date can be arranged later in the year.
- Teachers have been asked to add work to Show My Homework **if** there is work a student who is absent can do at home

#### What we need you to do

- If you have recently changed your contact details, please inform the school office as soon as possible via email/telephone.
- Talk to your children about the coronavirus. It is a scary time and we should make sure children feel supported. BBC Newsround has regular updates for younger children and YoungMinds has practical steps older children can take to help with anxiety.
- Come and collect your child straight away, if we ask you to (we'll contact you if they become ill with either a temperature or a new, continuous cough).
- Check that your child has access to Show my Homework, and let us know if there are any issues (so we can make sure we're well prepared for remote learning if the school does need to close at some point).

#### If you have any questions

Please consult the:

- School office, if you have any questions about our response to this issue
- NHS, if you want to know more about the symptoms of coronavirus. If you think you or your child may have the symptoms, use NHS 111 online if at all possible before calling 111
- Department for Education's coronavirus helpline: 0800 046 8687, if you have any questions about the government's response to coronavirus in relation to schools
- Online guidance can be found at <https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response>
- Government's travel advice, if you want to know whether any upcoming trip or holiday you're taking abroad should go ahead

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It is a tricky time and we know you are worried about the impact this might have on our community. It is important we keep each other safe and talk about these events to help with any anxiety.

**Please keep in mind that we are only sending out this information to help the school community prepare. There are currently no plans to close.**

Thank you for your continued support.

Yours faithfully,



C. Thomas  
Headteacher