



1<sup>st</sup> December 2020

Dear Parents and Carers

## **Weekly Update: 1<sup>st</sup> December 2020**

We hope that you are well and that you have had a good weekend. We are nearing the end of the second national 'lockdown' and I am sure that you too are looking forward to December 2<sup>nd</sup>. Whilst the 'R' rate has reduced somewhat in London, we all need to still observe the new rules that will be in place under Tier 2. It remains as important to continue to wear facial coverings in public spaces, to wash your hands frequently for between 20 to 30 seconds and to maintain a 'social distance' from others.

Thank you for keeping the school informed swiftly of any Covid-related matters so that we can respond in a timely manner and keep the school community safe, knowledgeable and alert. **Please can I emphasise the absolute importance of notifying the school via the mechanisms below if your child ever tests positive for Covid. This includes using the [covid@sydenham.lewisham.sch.uk](mailto:covid@sydenham.lewisham.sch.uk) email address if out of school hours.**

Once again, I would like to thank all of the staff in the school for their ongoing hard work and commitment to our students. They continue to juggle sometimes complex personal lives and domestic arrangements. The changes required in the school to keep everyone as safe as possible have been considerable. I know that you will join me in thanking all of our staff for their hard and relentless work in ensuring that your children are able to come to school every day, benefit from quality direct teaching as well as socialise with their friends.

In this letter there is information about the following:

1. Notifying the School of a Positive Covid Test Result
2. Mobile Phones
3. Year 9 Parent and Carers' Survey
4. Frequently Asked Questions

### Notifying the School of a Positive Covid Test Result

**If your child receives a positive test result for Covid-19, it is absolutely essential that you notify the school as soon as possible – even at the weekend or in the evening.** Members of staff are monitoring our Covid inbox for such notifications at all hours and the quicker we know of any positive test results, the better equipped we are to protect all members of the school community. Please note that any use of another email address can present a significant delay to the school being notified. The disruption that a late notification can cause, both in terms of staffing and for families of students needing to self-isolate, can be very significant.



If your child receives a positive Covid test result, you should report this in the following ways:

1. Between 8am and 5pm Monday to Friday please telephone the school Reception and inform them of the situation and ask to speak with a member of the Senior Leadership Team
2. From 5pm to 8am or over the weekend, please email [covid@sydenham.lewisham.sch.uk](mailto:covid@sydenham.lewisham.sch.uk) with a copy of the positive result and a contact telephone number. Please copy in Ms Wijnberg (e.wijnberg@sydenham.lewisham.sch.uk) and Ms Gostling (d.gostling@sydenham.lewisham.sch.uk) to your email.

### Mobile Phones

We would be grateful if you could remind your children of the protocol around mobile phones in school, which is, it should be switched off and placed in the bottom of their bags before they enter the school gates. If students need to contact home for any reason they should speak to a member of staff who will allow them to use of a landline phone. Could you also remember to ensure you ParentPay account is regularly topped up as this is a common reason for students wanting to contact home during the school day.

We have had a request from the residents who live opposite the school's front entrance, for parents not to park in their drive or private road. Whilst they recognise the importance of keeping young children safe, it has caused considerable inconvenience when this has happened. Furthermore, as a school to ensure children are safe travelling to and from school we request that they always use the formal crossings when crossing the road, particularly the busy road in front of the school. We request that you support the school with this by reinforcing this with your child and using the crossing yourself when you are picking up and dropping off your children.

### Year 9 Parent and Carers' Survey

In most years we conduct our surveys for parent and carers' at Parents' Evenings. As the event are being conducted online this year, we aren't able to circulate the survey in the normal way. If you are a parent or carer of a student in Year 9, would be very grateful if you could spend a few moments completing the survey which can be accessed via this [link](#).

### Frequently Asked Questions

Finally, to access our Frequently Asked Questions, please [click here](#). These questions address the following topics:

- What should I do if my child has Covid-19 symptoms?
- What should I do if my child receives a positive Covid-19 test?
- What should I do if my child receives a negative Covid-19 test?
- What will the school do if there is a positive Covid-19 case?
- What are the behaviour protocols and expectations around the site?



- Can parents and carers visit the school site?
- What should I do if I am experiencing hardship linked to Covid-19?
- What are the school's attendance and punctuality expectations?
- What will the remote learning provision for my child be?
- What should I do if my child cannot log in to their account?
- What should I do if my contact details change?

Yours faithfully

*G. Lowe*

Gloria Lowe

Headteacher