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Dear Parents,

I am writing to inform you of the procedures in light of the coronavirus (COVID-19) pandemic. I am sure that you have heard a lot about it over the last few weeks and possibly have concerns around your children at school.

I am closely following the guidance for schools from the Department for Education and from the Local Authority and have made changes to routines accordingly.

The school will open 5 minutes earlier to allow all children to come in and wash their hands. This will reduce the demand on sinks as the children will not come into school all at once. Staff will be supervising this handwashing and other handwashing at strategic points throughout the day. In addition, class based staff will be responsible for ensuring that tables, door handles and sinks are cleaned over the lunchtime period. The corridors will be cleaned by office based staff.

Lunchtime staff are completing extra cleaning of the dining tables before and after the children have eaten, using sanitiser. Afters School and Breakfast club have also implemented changes, including staff signing in the children and the extra cleaning of surfaces and hands. Please support us by encouraging your children to wash their hands regularly at home.

Apart from these additional elements, school life will carry on as normal, until we are advised otherwise. Children need to be kept in routine, in order for them to cope with tricky situations and it is our intention to do that for as long as we are able.

In regards to keeping children away from school, absences will be unauthorised, unless children are displaying the symptoms associated with self-isolation. The two symptoms to look out for are: a new persistent cough and/or a raised temperature. The advice is that only the person displaying the symptoms should self-isolate. Further advice about this can be found at:

<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-advice/>

<https://news.sky.com/story/coronavirus-self-isolation-the-latest-advice-for-anyone-with-covid-19-symptoms-11957486>

In addition to the above, there are contingency plans in place, if we are forced into a school closure, which we will put into action if the need arises.

Regards

Mrs R. Williams  
Headteacher

