

22nd March 2020

Dear parents/carers

As of Monday 23rd March, school will only be open to a limited number of pupils. As I am sure you will appreciate, offering provision for even a limited number of pupils is incredibly challenging at this time as staff self-isolate due to symptoms or for other health reasons. This includes teaching and non-teaching staff.

Government has issued guidance which clearly states:

- As a country, we all need to do what we can to limit the spread of the Covid-19. **(Social distancing is at the heart of this response.)**
- The government has asked parents to **keep their children at home, wherever possible**, and for schools to remain **open only for those children who absolutely need to attend**.
- The fewer children making the journey to school, and the fewer children in educational settings, the **lower the risk that the virus can spread** and infect vulnerable individuals in wider society.
- The government has given clear guidance on the following:
 - Self-isolation - <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>
 - Social distancing - <https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people>
 - NHS Stay at Home Advice - <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-advice/>
- **If children can stay safely at home, they should**, to limit the chance of the virus spreading. **Every child who can be safely cared for at home should be.**

We will be telephoning families that have been allocated provision on Monday so that we know exactly what days and times people need. If staffing or site safety fall below expected levels, we will be making changes to allocated places based on need.

What the reduced provision will look like

As of Monday, I am asking all staff to consider the above guidance when working with groups of children. Children will be spread out as much as possible so that we can ensure effective social distancing. They will be accessing the on-line materials that have been posted on the school website for home learning. If your child was sent home with a work pack, or you have collected one from the school office, please send this in to school with your child next week.

Your child's teacher or one-to-one support may not necessarily be on site when your child is in school, as we will be operating with much reduced staffing levels. Groups will be run by a teacher or a teaching assistant.

As stated in Friday's letter, staff and pupils are permitted to wear protective materials such as gloves and sensible face masks. We will also be making temperature checks on staff and pupils.

If your child has been allocated a place on the register for a specified day or days next week and you have had a confirmation letter and/ or text, please follow the process below.

1. You should come to the main school office for entry to the site no earlier than 8:30 am. All other gates will be closed. If you are waiting outside the building for entry, please respect the advice to give 2 metres between you and people from a different household.
2. We will permit entrance to one family at a time into the office area. We will sign your child(ren) in, organise lunch arrangements and ask you what time they will be collected. Your child(ren) will then be taken to one of three areas in school that we will be using for provision.
3. One member of staff will be assigned to each group. There will be some additional staff on site to cover breaks and provide additional support, but this will be dictated by the circumstances in which we are working.
4. Children will be asked to maintain the 2 metre rule whilst on site, both in the classroom and at times when their group is outside.
5. The groups will be kept separate at lunch and break times as much as we possibly can to reduce the chances of transmission.
6. Children should be collected at the school office by 3 o'clock. Again, we ask that you observe the 2 metre rule and we will only permit one family in the office area at a time.

Finally, if your children are not in school next week, please do not allow them to play near the school building. It is with dismay that I have seen how lackadaisically some people are behaving in this current situation. Everyone should be following the guidance and heeding the warnings of medical professionals.

We will try to improve the communication channels between school and home in the coming weeks as I do feel there is something lacking at the moment. There will be further communication about this as soon as we have arranged it. We will keep trying to work with you to get through this difficult time.

Yours faithfully

Mr S Murphy
Headteacher