

13th March 2020

Dear Parents and Carers,

Coronavirus Update

We are all acutely aware of the level of concern surrounding the current Coronavirus outbreak. Whilst I do hope that more serious measures are not required, it does feel important to share with you what we would do in the event of any potential full or partial school closure or a significant outbreak of cases within our school community.

As you are aware, pupils, staff and visitors have been encouraged to wash their hands regularly and the school has fortunately been able to operate as normal. This is being continually reinforced as children come in, before lunch, after lunch, during lessons and as needed.

However, we have been reviewing our current plans to ensure that measures are in place should the Coronavirus situation escalate nationally. Based on current information we have developed the next stage of plans should they be required.

Parents must read school parent mails regularly.

If we receive advice to do so, our next phase will include the following:

- Limiting large gatherings: e.g. no celebration assemblies, performances or workshops
- Cancelling all sporting fixtures against other schools and swimming sessions
- Cancelling non-urgent meetings
- Prohibiting use of the play equipment

Should I self-isolate?

You need to take advice from 111 after discussing your symptoms with them. You must inform the school as soon as the decision is made.

What if a period of self-isolation is required for my child?

Parents or pupils who need to self-isolate, following Public Health England's advice, must inform the school as soon as the decision is made. This information will be treated with the strictest of confidence.

What if my child or a member of my family is confirmed as having Covid-19?

Please notify the school immediately so that we can monitor the effect on the school community.

Contingency Planning – Remote Education

As the UK is in the 'Delay' phase of the National Action Plan, the staff have been developing its preparations for maintaining a reasonable level of educational continuity for pupils, should Public Health England or the Government decide that the school has to close for a period of time. In the event of school closure following advice from Hertfordshire County Council (HCC), the Department of Education and Public Health England the following will take place:

- All relevant parties informed, Parents (via ParentMail and the website)
- Children will be set home learning tasks by their teachers via parent mail this may include websites which can be accessed remotely, along with a list of tasks and topics for research. Individual class letters will be sent with more information.

The school would only be closed on the direction of Public Health England and following their advice, or if we are unable to remain open due to staff shortage. Owing to potential high levels of sickness amongst the staff and/or pupils, part closure or reduced hours may be a necessary step to secure the safety and well-being of our school community. You will of course be informed as soon as any decisions are made. In turn please contact us with any information, questions or concerns which you have.

Thank you for your support.

Yours sincerely

Mrs V Wittich