



28th February 2020

Dear Parents and Carers,

As the situation regarding COVID-19 (Coronavirus) continues to develop both in the UK and abroad, we would like to take this opportunity to outline the procedures we will undertake as a school to support the health and well-being of students and staff.

### **General School Procedures**

First of all, our approach will be in-line with current DfE guidance.

If staff or students have visited the quarantined towns in northern Italy, Hubei Province, Iran or any other high-risk areas identified by the government, we will ask students and staff not to attend school and advise them to immediately self-isolate and seek further advice from the NHS. Once staff or students have received advice from the NHS, staff and students will be allowed to return to school only where the NHS have indicated it is appropriate.

If students are off school due to illness or quarantine we will provide appropriate school work and support from individual class teachers and the school pastoral team. If this situation was to occur we would ask that parents contact the school before the student returns.

### **Higher Risk Students with pre-existing medical conditions**

For students who may be at higher risk, should there be an outbreak at the school, we will be contacting parents individually to keep them updated more frequently. If you believe your child may be at higher risk in the event of an outbreak but we may not be aware of that, please contact the school.

### **School Trips**

We are monitoring all school trips planned over the coming months and will make decisions on a case-by-case basis as to whether those trips can go ahead based on NHS and government advice.

## **Government Guidance**

The links below provide further information and advice on COVID-19:

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

<https://www.gov.uk/government/publications/covid-19-specified-countries-and-areas/covid-19-specified-countries-and-areas-with-implications-for-returning-travellers-or-visitors-arriving-in-the-uk>

The Department for Education has now issued guidance for parents with school age children which is summarised in Appendix A:

<https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>

Thank you for your continued support in this matter.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J Aldred', written over a horizontal line.

Mr J Aldred  
Head of School