Dear Parents

I am writing to update you with the school’s latest position with respect to the Coronavirus, COVID-19. I want to assure you that we are taking the situation very seriously with a strong focus on both student and staff well-being.

I met with other Windsor Headteachers this morning with regards to the impact of the virus on our schools and the fact that we anticipate that the Department for Education may decide to close educational establishments at some point in the near future. However, I must reiterate that we have not had any directive along these lines at this precise moment and we will continue to remain open until we are told to close. I wish I were able to be more certain about what is to happen, but as I am sure you all appreciate, this is a rapidly changing scenario.

At the moment the guidance is that no school should close in response to a suspected (or confirmed) COVID-19 unless they are told to do so by Public Health England. We are however preparing for the possibility of a school closure. If this were to happen parents would be informed at the earliest possible opportunity via text, email and on our website.

In line with the Department for Education and Public Health England guidance we have posted advice on our school website. There is a dedicated helpline for students and parents 0800 046 8687 (Monday to Friday 8am-6pm). The DfE can also be contacted by email on DfE.coronavirushelpline@education.gov.uk.

As a school, we will be looking at what we can do through the website, to provide work for the children to do should we have to close and we will confirm this with you all once we have established the best way of doing this will be.

We will talk to the children about what to expect in the event of a closure as well as continually reminding them about good hygiene practice whilst in school (and at home) including regular hand washing, appropriate tissue usage and disposal and minimising physical contact.

Planned trips and events (such as Science Week) are under review and will go ahead unless circumstances dictate otherwise.

We will keep you updated with any further information we receive regarding the virus and educational settings and will continue to do everything we can to ensure that our children are safe and engaged in learning.

Thank you for your support and understanding. I know that this is far from ideal and will impact on everyone in our community.

With my very best wishes,

Martin Tinsley,
Headteacher.