

13th March 2020

Dear Parents/Carers,

Following recent Government guidance regarding Coronavirus (Covid-19), which encourages people to self-isolate for seven days if they display symptoms of cough or fever, we will endeavour to keep our schools open unless otherwise instructed by the Government or one of its agencies.

However, if members of staff do have to self-isolate this could affect the service we offer, for example:

- Catering – should we have to close a school kitchen due to the absence of the Cook, we will provide sandwiches/picnic style food on the first day of the kitchen being closed, for all children who normally have a school lunch. From day 2 of kitchen closure, we will be asking parents to send in a packed lunch for the children to eat.
- Cleaning – in the event of cleaning staff being unable to attend school to clean, we will ask staff from other departments to assist with cleaning the school. However, this could result in children being taught in larger classes to enable this to happen.
- Teaching & Learning – if teachers and teaching assistants are absent from work, again, we may have to double up classes where possible, and ask our teaching assistants to cover classes under guidance.

During these difficult times, we will have to adapt what we do, and it may not be possible to offer everything to the same level as currently. However, I am sure that you will appreciate that our number one priority is to remain open whilst still ensuring that our children and staff remain fit and healthy, which in turn will allow our parents and extended families to continue their daily lives with the least possible interruption.

As always, we will be taking and acting upon guidance from the Government and of Public Health England.

Yours sincerely,



Mr P J Lovern

Chief Executive Officer