



Shelley First School

Together we succeed

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17th March 2020

Dear Parent/Carer

I am writing to update you regarding staffing levels in school as a consequence of the latest Government guidance on Coronavirus.

The Trust has taken the decision today to ask staff with significant underlying medical conditions to work from home in order to ensure their well-being. We have also asked that all staff follow the national advice issued yesterday that they should self-isolate if they or a member of their household has a new or persistent cough.

At Shelley First School, there are some of staff members who fall into this category. Currently we have managed to secure cover for these staff members and school will continue to operate in the usual way.

Should staffing levels fall below certain operational criteria then we will take the following steps:

- Low levels of staff absence – we will operate by teaching pupils in year groups as we do during curriculum weeks.
- Medium levels of staff absence – we will be required to operate a partial closure of the school and this would be Key Stage 1 that would close. Key Stage 2 pupils would still be able to attend school.
- High levels of staff absence – full school closure.

We are working with the Trust and our staff to ensure that we are able to remain open but the health, safety and wellbeing of our staff and pupils is our foremost concern. We will, of course, remain in regular contact parents and carers to inform you of any change to the operation of the school.

May I take this opportunity to thank you for your support during these uncertain times.

Kind regards

Debra Knowles
Headteacher

