



Priory School (Foundation)

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Headteacher: Mrs. J. Laver



13th March 2020

Dear Parent/Carer,

Dear Parents and Carers,

Further to the recent announcements I am writing to advise you of Priory School's contingency planning in response to COVID-19 with you.

COVID-19 is a new illness that can affect your lungs and airways. It's caused by a virus called coronavirus. The symptoms of coronavirus include:

- a new, continuous cough
- a high temperature

These symptoms do not necessarily mean an individual has COVID-19 as they are similar to other illnesses that are much more common, such as cold and flu. However, in line with recent advice is you are suffering with either or both of the above symptoms, you should stay at home for a period 7 days.

Further information on self-isolation can be found by following the link below.

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

Day to day safe practice

All staff and students are frequently reminded to wash their hands regularly (using soap and water or hand sanitiser); cover coughs or sneezes with a tissue; avoid touching their eyes, nose and mouth with unwashed hands. We have used DfE materials here to remind students of good hygiene and encouraged hand washing:

1. before leaving home
2. on arrival at school
3. after using the toilet
4. after sporting activities
5. before eating any food, including snacks

Soap dispensers are refilled regularly and monitored during the day to ensure that there is a plentiful supply. During appropriate lessons, teachers are taking the opportunity to educate children about the viruses and the prevention of their spread. All cleaning protocols are completed under the advice of Public Health England.

The school has a well-understood protocol that would be used if it were to be the case that a student, member of staff or any other person on the school site displays symptoms whilst at school.

Day to day communication

We have remote access to parentmail, our school database SIMS and will email parents and carers to keep you updated. We will also use our website to provide up to date information.



Remote learning

Given this important time of the school year especially in respect to revision for statutory tests, if the school were to close, we have plans to allow children to continue to learn at home. Whilst there is no substitute for being in a classroom with a teacher, we will set work electronically through the online platforms the school subscribes to such as Mathletics and also by distributing activities via email to parents, text messages and the school website. For those in higher Key Stage 2 classes, pupils will be able to log into their Office 365 account where we will be able to set tasks to complete which pupils can access on all devices.

Educational Trips and visits

As a school, we will follow all Public Health England, Local Authority and DfE advice. Currently this advice states that only school trips which involve international travel should be cancelled. Please note if a parent or carer withdraws their child from a trip that is not cancelled, a refund may not be possible.

Staff absence

If high staff absence does become the case, we will do everything we can to remain open, we will prioritise Y6 and may have to open partially for other year groups. However, this would always be a last resort.

Well being

I am very conscious that children and their families can become very worried about COVID- 19. We will do all we can in school to reassure children and maintain a calm learning environment.

Current advice is clear that children should attend school and there is no requirement to self-isolate unless under the conditions set out by Public Health England. Therefore, children should attend school as normal.

Recognising that COVID-19 is subject to rapid change, I highlight Government websites, which offer factual guidance and advice:

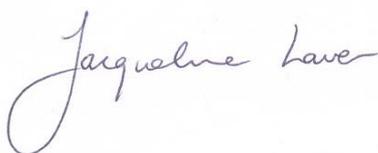
www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public

The Government Coronavirus Action Plan; a guide to what you can expect across the UK –

www.gov.uk/government/publications/coronavirus-action-plan

I'm sure you can appreciate that the situation is constantly changing and we are monitoring these closely. We will keep parents informed of any updates as soon as they come in. I do hope that you find our response to COVID-19 reassuring, however should you have any specific concerns please contact the school office.

Yours sincerely



Jacqueline Laver
Headteacher