



St Winefride's Catholic Primary School
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16th March 2020

Dear Parent/Carers,

As we are sure you are aware the Government's advice on how to deal with the Coronavirus - COVID19 - is changing regularly. The current advice that we are being given, from both the Department for Education (DfE) and the Local Authority (LBN) is that the school must remain open. You may have read that Teaching Unions and School Leaders are meeting with the DfE today (Monday 16th March 2020) regarding school closures. If there is any change to the advice to remain open, we will inform you immediately.

As a school we are dealing with this most difficult of situations to the very best of our ability and below is a list of some of the precautions that we are taking.

1. With immediate effect we are suspending the following activities until further notice:

Phase Assemblies, Parent/Carer Evening, Coffee Mornings, all Educational Visits, including Library visits, The Science Fair, Friday Achievement Assembly in St Stephen's, Before and After School Clubs (The Breakfast Club will continue for now) and the Year 2 and Year 6 Booster Sessions.

2. We have introduced a stringent hand washing regime for everyone in the school, children and staff alike, each time a member of the school community returns to their classroom they must wash their hands for 20 seconds. The younger children will be supervised by a member of staff to ensure that they wash their hands correctly. Older children will need to show responsibility and wash their hands according to the advice given.
3. We have been trying to purchase refillable hand 'foam' sanitisers for the school over the last three to four weeks but, due to the obvious exceptional demand, they have proved to be unobtainable. We are on the wait list of various suppliers and as soon as they become available we will install them at various points around the school. We would like to point out that cost is not an issue, we would have been prepared to pay more than the usual price to secure the sanitisers but they are simply not available.

4. We are displaying posters around the school giving advice on hand washing, how to dispose of tissues after sneezing and avoiding contact when greeting others.
5. We have hand sanitiser available at the Reception Desk for visitors to the school to use if they are to come into the school, past the Reception area.
6. We will try to hold any parent/carer meetings in the reception area to reduce the chance of the main area of the school becoming contaminated and we would ask that parent/carers do not enter the building unless asked to do so.
7. We are using disinfectant to clean door handles, high volume contact areas and hard surfaces at frequent intervals.
8. Our cleaning company are ready to perform a 'Deep Clean' at short notice, should it become necessary.
9. In the event of the school being asked to close by LBN, the staff are already working on age appropriate resources so that the children will be able to continue their education in a reasonably structured way.
10. Any staff member displaying symptoms of COVID19 will be asked to self-isolate for a period of seven days, according to advice given to the school by LBN. If after the seven days the symptoms have gone they will be allowed to return to school.
11. Similarly if you or your children are displaying symptoms of COVID19 please stay at home for the recommended time, currently seven days, and keep yourself informed of the latest Government advice.
12. If any children show symptoms of the virus while at school you will be contacted immediately and asked to take your child home.
13. We will continue to update advice as soon as it is given to us by either the DfE or LBN. The latest news posters will be changed to reflect any new advice and the school 'open check' section of our website: www.st-winefrides.newham.sch.uk will feature any urgent messages that need to be broadcast to the school community.
14. We will, as far as possible, continue to educate the children in our usual way, trying to keep everything running as normal so as not to create any unnecessary anxiety for them and you.

Thank you for taking the time to read this letter, we understand that this is a daunting time for everyone but please be assured that we are doing everything we can to ensure your children are kept safe and that the disruption to their education is kept to a minimum.

Yours faithfully



Nicola Brosnan

Deputy Head Teacher