



Kirtlington
C.E. School

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Coronavirus update and school plan

Dear Parents/Carers,

As you are probably aware, the government's guidance on the coronavirus has changed from the 'contain' phase to one of delaying the spread of the virus. We are writing to you to let you know what we are doing in light of this, and what we expect from all of you to help make sure our school community keeps safe and calm.

We would like to reassure you that at Kirtlington CE Primary we are taking all of the necessary steps to protect our community and are continuing to follow official guidance from the government.

What is the current situation?

The **school remains open** – this is the current official guidance we have been given. All school functions continue to run as normal [i.e. breakfast club, after school clubs].

Pupils should attend school unless they feel unwell – if your child has any of the following symptoms they **should remain at home for 7 days**:

- a new, continuous cough
- a temperature

If your child is unwell, report this as you would normally by emailing/phoning the school office.

Any upcoming trips have not been cancelled as yet, but we are in regular contact with the relevant senior management teams and we will continue to adhere to the government advice and inform you as soon as possible if the decision is to cancel them.

We will keep you up to date with any changes to the current situation.

What we are doing to protect and support pupils and staff

Teachers have been speaking to pupils about hygiene and enforcing good hand-washing routines in class. In school we are following the following general principles:

- wash your hands often with soap and water, or use alcohol sanitiser
- cover your cough or sneeze with a tissue, then throw the tissue in a bin. See [Catch it, Bin it, Kill it](#)

Pupils, students, staff and visitors should wash their hands:

- before leaving home
- on arrival at school
- after using the toilet
- after breaks and sporting activities
- before eating any food, including snacks
- before leaving school
- and avoid touching your eyes, nose, and mouth with unwashed hands



Headteacher: Louise Williams

Chair of Governors: Paul Clifford

School Business Manager: Ruth Pangu

Our cleaning company are cleaning and disinfecting frequently touched objects and surfaces in addition to the normal cleaning measures and are ensuring we have a good supply of hand gel and tissue paper.

If a pupil feels ill on the school premises we will contact you by phone in the normal manner. Please make sure that your child knows to tell a member of staff if they feel unwell. We will also ask you about your recent contacts.

If a pupil or staff member becomes unwell and believe they have been exposed to COVID-19, we will call NHS 111, or 999. We will find somewhere safe for the unwell person to sit which is at least 2 metres away from other people. If possible, we will find a room or area where they can be isolated behind a shut door, such as the staff room. We will ensure they avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in the bin. The room will be cleaned once they leave. If they need to go to the bathroom whilst waiting for medical assistance, they will use the disabled bathroom in the main corridor.

What we need you to do

- › If you have recently changed your contact details, please inform the school **as soon as possible** via the school office.
- › If you are planning on going away or have returned from another country in the last 14 days / have plans at Easter, please keep us informed.
- › Talk to your children about the coronavirus. This can be a scary time and we should make sure children feel supported. [BBC Newsround](#) has regular updates for younger children and [YoungMinds](#) has practical steps older children can take to help with anxiety.
- › Come and collect your child straight away, if we ask you to (we'll contact you if they become ill with either a temperature or a new, continuous cough).
- › In the event of a closure, please check that you have access to the school website and let us know if there are any issues so we can make sure you are well prepared for remote learning if the school does need to close at some point.

What happens if the school has to close?

We will only close if we are either officially advised to do so or we don't have enough staff to run the school. In either case, we will:

- › Contact you via email (or a phone call if we do not receive a reply from you) and post information on our school website
- › Post on the school website when the school will reopen
- › Post on the class home learning pages details of the work that has been set for pupils during closure to be completed in their home learning books

Please keep in mind that we are only sending out this information to help the school community prepare. There are currently no plans to close.

If you have any questions

Please consult the:

- › School office, if you have any questions about our response to this issue
- › [NHS](#), if you want to know more about the symptoms of coronavirus. If you think you or your child may have the symptoms, use [NHS 111 online](#) if at all possible before calling 111
- › Department for Education's coronavirus helpline: 0800 046 8687, if you have any questions about the government's response to coronavirus in relation to schools



➤ Government's [travel advice](#), if you want to know whether any upcoming trip or holiday you're taking abroad should go ahead

This is a difficult time and we know many of you are worried about the impact this might have on our community. It is important we keep each other safe and support each other to help with any anxiety.

Thank you for your continued support.

Miss Williams



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