Dear Parents/Carers,

This letter aims to update you on our preparations within school in response to the spread of Coronavirus (Covid 19) 1.45 p.m. on 17.3.2020. Updates from the Department for Education, Knowsley Council and Public Health England have been used as a basis for our planning. We recognise that people will understandably be concerned at this time, therefore we just want to reassure you that the school is monitoring the situation closely, is in regular contact with relevant authorities and has comprehensive plans in place. This will be a worrying time for you all and would like to assure you that comprehensive plans are in place in school.

Currently, there are no school closures in Knowsley. The Local Authority will continue to advise schools of actions in line with Government recommendations.

**Coronavirus Plan**

Staff have been sharing with children the importance of hygiene and effective hand washing and a rigid timetable for washing hands has been put into place..

Children can bring hand sanitiser to school with them to use throughout the day if they wish but please be assured that we have plenty of hand wash available in school for children to use.

Our standard cleaning processes will continue but are also taking extra precautions within our cleaning arrangements and making sure that frequent contact points such as door handles are cleaned more regularly. Our Cleaning Provider has assured us that plans are in place to provide an enhanced or deep clean quickly as and when required.

We have talked to the children/students about the virus and how it is spread so that they can make sensible choices and follow the Public Health Guidance to ‘Catch it, Kill it, Bin it.’

**Signs and Symptoms of COVID-19**

The most common symptoms of coronavirus (COVID-19) are:

* new continuous cough and/or
* high temperature

For most people, coronavirus (COVID-19) will be a mild infection

Generally, these infections can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease. There is no evidence that children are more affected than other age groups – and it is important to remember that very few cases have been reported in children so far.

If you or a family member present with these symptoms the advice of health professionals is to self-isolate for 7 days. Guidance on <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-people-with-confirmed-or-possible-coronavirus-covid-19-infection>

After 7 days, if anyone is still unwell, then seek medical advice NHS 111 online. If you have no internet access call NHS 111. If symptoms worsen during your self-isolation, seek prompt medical advice.

**Currently the Government advice for schools is that if a person in your household is displaying the symptoms of Coronavirus then all people in your household must stay off school for 14 days. So that would include school age siblings who currently are not showing these symptoms.**

**Reporting Absence:**

**Please call school if your child is unwell and let us know the symptoms. Please call also to let us know if there is someone else at home with the Coronavirus symptoms even if your child has none. In this case please keep your child off school for 14 days. If you have a vulnerable person living in your house please ask for medical advice as to whether your children can still attend school.**

**Communication**

**I will contact parents/carers via DOJO on School Story. The teachers will contact you also by DOJO. They will use this to set work for children who are off and following the government recommendations. Additionally school work to be done at home updates (coming soon) will be placed on our school website** [**www.ourladysprescot.com**](http://www.ourladysprescot.com) **select “Home Learning” on the menu bar at the top and select your child’s class**

**Planning in Place:**

The Council is working to ensure that any local response to COVID-19 is co-ordinated and services to schools are included in this planning. Contingency plans are in place for Council services to schools and we are receiving regular updates in relation to this.

An important part of our preparations are making sure that we have contingency plans for a variety of scenarios, including a temporary closure if instructed to do so by Public Health England.

We have made the decision to cancel any non-essential visitors to school and staff have been instructed to not attend any non-essential meetings offsite.

Currently, we have planned for 2 separate scenarios:

1. Instruction from Government to close for a specified period of time

Teachers will set work for their classes as indicated through the DOJO messages and/or on the school website (Home Learning menu).

1. Staff absence levels cause the need for closure

The school will make their best endeavours to ensure that children still attending school receive an education. This may be provided by teaching or teaching support staff as available and appropriate.

**Forthcoming Events at School:**

We now feel that it is necessary to put in place the following sensible measures over the next few weeks to limit non-essential visitors into school and we will review this when we return after the Easter holidays;

* No school assemblies for parents will take place i.e. Special Ladies and the Easter assembly will be cancelled
* After school Music Lessons will be cancelled but all other after school clubs will run as normal as these do not involve non-essential visitors coming into school
* All inter school sporting events to be cancelled
* Sacramental Preparation meetings for year 4 will be cancelled until further notice
* No show and tell or toys from home to be brought into school
* Cake sales cancelled

**Any visitors to the school will be asked to use the hand sanitiser or wash their hands with soap and water before going into the school building.**

School **will only be closed** if one or more of the following conditions apply:

* Government directive from the Department for Education or Public Health England
* Staff shortage makes it impossible to open

**If the decision is made by the Government to close schools, then the following steps will be taken;**

The decision to close schools will be communicated to parents via;

* The school website
* Class DOJO

Please continue to use the up to date information that is provided by the following websites regarding the current COVID-19 situation.

These official sites are important public websites so you can get the most up to date news, information and guidance to address any concerns you may have.

[https://www.nhs.uk/conditions/coronavirus-covid-19/](https://www.nhs.uk/conditions/coronavirus-covid-19/%20)

<https://www.gov.uk/government/organisations/public-health-england>

[C:\Users\a.mcdonald\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\H33KE1UY\If the decision is made by the Government to close schools, then the following steps will be taken;](file:///C%3A%5CUsers%5Ca.mcdonald%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%2520Internet%2520Files%5CContent.Outlook%5CH33KE1UY%5CIf%2520the%2520decision%2520is%2520made%2520by%2520the%2520Government%2520to%2520close%2520schools%2C%2520then%2520the%2520following%2520steps%2520will%2520be%2520taken%3B)

<https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response>

As mentioned above, please be rest assured that we will continue to follow the latest guidelines and unless you are advised otherwise, please continue as normal in sending your child/children to school.

We will continue to update you accordingly.

Thank you for your continued support.

Kind Regards

Mr H Boyle

Headteacher