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*Grow Together Shine Forever*

15<sup>th</sup> October 2020

Dear Parent/Carers,

### ***COVID-19 Remote Learning Contingency Plan***

As you know, so far we have been able to continue to operate as normally as we can as a school, following all the necessary COVID-19 safety guidance. We are also very grateful for the part you play in this as parents with wearing facemasks, minimising your contacts and activities outside of school as well and keeping children off school/getting tested if you or they have any COVID-19 symptoms.

Whilst we have not yet had any positive cases in school, we have to be realistic and accept that through the very nature of this pandemic that this could happen and so we need to be prepared.

This letter is to reassure you that we do have protocols and procedures in place in the event of a positive case in school and that we have already prepared how we will communicate this home to parents and we know how to contact the DfE and local public health teams for guidance as each case will be specific and will need to be dealt with according to who is infected, when they were last in school and who they have been in direct contact with.

#### **What will happen if there is a positive case in school?**

Our priority will be to deal with the affected class bubble first. Please **do not** ring the office for information as we will be communicating to everyone in priority order and we need to keep the office line free as we will be in contact with the DfE and local public health as well. Our priority order of communication is:

1. We contact the DfE and local public health immediately, once we know we have a confirmed case, and they will advise us on the specifics of each case and what action is needed.
2. If they advise we need to send children home; affected parents only at this stage will get a text to inform them to come and collect their child immediately.
3. Affected parents will then get a follow up email with more details about where to collect your child from and any other information we need to share with you.
4. Once this is completed, parents of those children in unaffected class bubbles will be sent an email to update them on what has happened in school, whilst clearly maintaining confidentiality.

#### **What about remote home learning?**

In the event of a class bubble having to self-isolate for 14 days, then we will revert to the successful remote home learning pack format we used in lockdown. Along with this letter I have also attached a copy of the school's Home Learning Plan which details how the home learning would work and what to expect. The home learning will still be accessed via our secure 'Home Learning' area on our school website. Please do read this attachment - thank you.



I hope this update has proved useful - if you have any other questions, then as always, please feel free to contact us.

Take care and continue to keep safe.

Kind regards

*Sara J Boyce*

Sara Boyce

**Headteacher**