

17th March 2020

Coronavirus: Potential School Closure Letter to Parents

Re: Potential School Closure due to the spread of Coronavirus

Dear Parents/Carers

I'm sure you are aware of the outbreak of Coronavirus (COVID-19) and the increase in the number of confirmed cases in the UK.

We take the Health and Safety of our pupils and staff very seriously and, while there is currently no cause for concern at our school, we will keep you updated with any developments, including whether we will need to close.

Current guidance from the Department for Education (DfE) and Public Health England (PHE) remains that schools stay open; however, it is possible that this advice may change as the spread of Coronavirus continues. If we are required to close our school, we will take the necessary steps to ensure you are informed of the closure and that the effect on pupils' education is limited.

In the event that we do close the school, you will be informed via: **Text Message System, School Website, Learning Platform**, and advised on how long we expect the closure to last. Please check that you have provided us with your most up-to-date contact details to ensure you receive any correspondence regarding a closure. If you need to provide us with new details, please contact the school office on **(01332) 346230**.

Arrangements for a School Closure

School work booklets will be sent home for pupils' to complete over the period of a closure. School work will also be uploaded onto the School Website, and parents will be informed via Text Message when pupils' work has been uploaded. Once the work booklets have been completed they will need

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to be returned to the child's class teacher as soon as school re-opens. If your child is currently off school, work booklets can be collected from the school office between 10:00am - 11:00am Monday - Friday during school closure.

If you need to contact the school or your child's class teacher for any reason, you can do so via Class Dojo or email via admin@firsprimary.derby.sch.uk

In the meantime, we will continue to implement additional Health Protection Measures and follow the relevant advice issued by the DfE and PHE.

Unless your child has tested positive for Coronavirus, they should attend school as usual. If you think your child may have been exposed to or has Coronavirus, please contact the school on **(01332) 346230** at the earliest opportunity.

Please note that we are not confirming that the school will close - we just want to reassure you that if this were to happen, we are fully prepared to take action.

Yours sincerely

Mrs Paula Martin
Headteacher

