

27<sup>th</sup> March 2020

Dear Parent(s)/Guardian(s),

**Childcare is available for eligible pupils from 8.10am until 5.30pm** if necessary. We can provide a breakfast, lunch and snack as required. If not entitled to Free School Meals and requiring a school lunch, this can be paid for on Parent Pay, as usual. There will be no charge for breakfast or snack.

**The current situation is so unpredictable (for you and for schools) that we keep having to refine the way in which we plan for this provision.** We would like to introduce a two step approach as below....

- **Today, you will be asked to give your 'best guess' (via email) of the days on which you will require childcare next week.**
- **Then from Sunday, you will need to complete a daily online form to confirm any bookings for the following day using the link below**

[https://forms.office.com/Pages/ResponsePage.aspx?id=Ug4\\_TzS3ZEGUCRtgHRR5k8DbT8gTgFFHuN0CvMGCCmJUN0dSTzBSMUixUzZCVkg0VkfZRzNZMUIGUC4u](https://forms.office.com/Pages/ResponsePage.aspx?id=Ug4_TzS3ZEGUCRtgHRR5k8DbT8gTgFFHuN0CvMGCCmJUN0dSTzBSMUixUzZCVkg0VkfZRzNZMUIGUC4u)

**All pupils will enter and exit through the small gate on the driveway (by the bins). To gain access parents should ring 01492 577164 and a member of staff will come to the gate. Before any child enters the building, a staff member is required to ask the questions below. This is a request from the Local Authority and will help to keep staff, children and families safe.**

As far as is possible, children will follow social distancing requirements in class, at lunchtime and outside. We are aware this will be a very strange and anxious time for your child. Our staff have been working hard to make sure that when they come to school, the activities they will undertake, will have an emphasis on wellbeing. We will do all we can to provide a safe and calm environment where your child engages in interesting and enjoyable activities throughout the day.

Your child will not be required to wear school uniform. All items **must** be taken home each day. The only thing your child needs to bring is their packed lunch if they are not having dinners. It is recommended that children have a shower as soon as they return home and put their clothes in the wash immediately. If your child has long hair please tie it back.

Please do not hesitate to contact us if you have any questions regarding the school day. We have been working to put plans in place. The situation is changing fast so these plans will be reviewed each day and we will keep you informed of any changes.

Thank you for your support,

Mr J Wilkinson

**Purpose:**

With the current COVID19 pandemic in the UK, these additional screening questions are required to be asked to parent / guardian before their child /children access the school.

Additional screening questions to be asked prior to		<i>(Please circle)</i>	
<b>A</b>	Does the child have a fever/high temperature?	<b>Yes</b>	<b>No</b>
<b>B</b>	Does the child have a persistent or continuous cough?	<b>Yes</b>	<b>No</b>
<b>C</b>	Does the child have a <b>combination</b> of runny nose, headache, sore throat or hoarse voice?	<b>Yes</b>	<b>No</b>

If yes to <b>A, B</b> or <b>C</b> – ask:			
<b>D</b>	How long have they had symptoms:		days
If longer than 7 days – ask:			
<b>E</b>	Have you spoken to 111 or your GP?	<b>Yes</b>	<b>No</b>
If yes to <b>E</b> – ask and detail what the outcome/advice was:			

<b>F</b>	Does anyone else in the household have a fever/high temperature?	<b>Yes</b>	<b>No</b>
<b>G</b>	Does anyone else in the household have a persistent or continuous cough?	<b>Yes</b>	<b>No</b>
<b>H</b>	Does anyone else in the household have a <b>combination</b> of runny nose, headache, sore throat or hoarse voice?	<b>Yes</b>	<b>No</b>

If yes to <b>F, G</b> or <b>H</b> – ask:			
<b>I</b>	How long have they had symptoms:		days
If longer than 7 days – ask:			
<b>J</b>	Have they spoken to 111 or their GP?	<b>Yes</b>	<b>No</b>
If yes to <b>J</b> – ask and detail what the outcome/advice was:			
Name of person screening:		Date:	

**Actions:**

- If the child or anyone in the household HAVE symptoms – advice should be given to follow government self-isolating procedures. Escalating advice should be given (to call 111 or GPs if their condition is deteriorating or their symptoms are not resolving after 7 days). Refer them to the PHW website for up to date advice.
- **If the child or anyone in the household have viral symptoms they should not be admitted to school.**