

Monday 16th March 2020

Dear Parents and carers,

I hope you are all continuing to stay well after a weekend of very mixed reporting on the progress of the virus. I have received my daily update from the DfE and the local authority and the main headlines are as follows:

- Staff, young people and children should stay at home if they are unwell with a new, continuous cough or a high temperature to avoid spreading infection to others. Otherwise they should attend education or work as normal
- If staff, young people or children become unwell on site with a new, continuous cough or a high temperature they should be sent home
- Unless you have been directly advised to close by the local Public Health England Health Protection Team, we recommend all education settings remain open
- The most common symptoms of coronavirus (COVID-19) are a new, continuous cough or a high temperature
- For most people, coronavirus (COVID-19) will be a mild infection
- PHE will rarely advise a school to close but this may be necessary if there are so many staff being isolated that the school has operational issues.

In response to the above, in consultation with Directors of our Trust, our Governing Body and other schools locally, we have taken the decision to either cancel or postpone non-essential meetings. Specifically, at Woodloes this will mean the postponement of the Year 3 and Year 4 production and the cancellation of the end of term parents evening. As an alternative, the spring term reports will be sent out at the end of term and parents will have an opportunity to make a phone appointment with their child's teacher, if required.

We will also be postponing Achievement and other whole school assemblies for the time being to further minimise the risk of spreading any infection across the school.

I appreciate that this might be disappointing but the health and well-being of our children, staff and wider community is of paramount importance at the moment. More updates will follow in due course.

Yours sincerely,



Andrew Mitchell (Head Teacher)