

# NORTHUMBERLAND

## C O U N T Y C O U N C I L

West End First School  
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Mrs J Bushell, BA Hons, Headteacher

Wednesday 18<sup>th</sup> March 2020

Dear Parents/Carers,

As you are probably aware, the Government's guidance on the coronavirus has changed from the 'contain' phase to one of delaying the spread of the virus. We're getting in touch to let you know what we're doing in light of this, and what we expect from all of you, to help make sure our school community keeps safe and calm.

We'd like to reassure you that at West End we're taking all of the necessary steps to protect our community and are continuing to follow official guidance from the government.

### What's the current situation?

- The **school remains open** – this is the current official guidance we've been given
- School functions remain usual.
- Pupils should attend unless they feel unwell – if your child - or anyone in the household has any of the following symptoms they **should remain at home for 14 days**:
  - A new, continuous cough and/or
  - A high temperature
- Pupils should also **remain at home for 14 days** if anyone they live with has the above symptoms
- If your child is unwell or is self-isolating, report this as you would normally by contacting the school office on 01670 822328. Self-isolating will be recorded as an authorised absence in all cases where a family member living in the same household is showing symptoms.
- We'll keep you up to date with any changes to the current situation via letter, our website and on Facebook.

### What we're doing to protect and support pupils and staff

- Trips out of school and events that involve visitors coming into school have been postponed.
- All children have access to soap and water to wash their hands regularly throughout the school day.
- If staff or children become unwell on site with a new, continuous cough or a high temperature they will be sent home.
- The school site has set up target areas for cleaning that are being cleaned and disinfected more regularly.



## What we need you to do

- › If you've recently changed your contact details, please inform the school office **as soon as possible** via telephone or email: [admin@westend.northumberland.sch.uk](mailto:admin@westend.northumberland.sch.uk). If you have not already given us your email address please do so.
- › Talk to your children about the coronavirus. It's a scary time and we should make sure children feel supported. [BBC Newsround](#) has regular updates for younger children and [YoungMinds](#) has practical steps older children can take to help with anxiety
- › Come and collect your child straight away if we ask you to (we'll contact you if they become ill with either a temperature or a new, continuous cough)
- › Do not bring your child to school if an family member in the same household is displaying symptoms

## What happens if the school has to close?

We'll only close if we're either officially advised to do so or we don't have enough staff to run the school.

In either case, we will:

- › Alert parents via text, our school website and Facebook.
- › Let parents know when school is reopened by text, our school website and Facebook.
- › Make arrangements to provide work for the children to do during any periods of closure.

Please keep in mind that we're only sending out this information to help the school community prepare. **There are currently no plans to close.**

## If you have any questions

Please consult the:

- › School office, if you have any questions about our response to this issue, but be aware that we are receiving lots more calls than usual.
- › [NHS](#), if you want to know more about the symptoms of coronavirus. If you think you or your child may have the symptoms, use [NHS 111 online](#) if at all possible before calling 111
- › Department for Education's coronavirus helpline: 0800 046 8687, if you have any questions about the government's response to coronavirus in relation to schools

It's a tricky time and we know you're worried about the impact this might have on our community. It's important we keep each other safe and talk about these events to help with any anxiety.

Thank you for your continued support.

Mrs. Jane Bushell



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