

Woodford Green Primary School
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WGPS

Work Grow Play Succeed

Headteacher: PJ Prince

24th March 2020

Re: Coronavirus – Statutory closure of schools update

Dear Parents/Carers,

Following government directions, we have made provision to remain open for the children of key workers and any vulnerable families from **Monday 23rd March**. This provision is being made available to children and families who qualify for this.

It is not compulsory for families to accept the offer of this provision.

We are aware that some families are self-isolating for 14 days and require this provision at the end of their isolation, therefore please email the school the dates your child/children finish their isolation.

First and foremost, we must point out that our provision can only remain open as long as we have sufficient staff (including leadership staff, teaching staff, support staff, admin staff and catering staff) to allow the school to open safely and provide an appropriate level of care. This will be assessed on a day to day basis, based upon staff illness and staff availability. We will do our best during this incredibly difficult time to provide the service that the government has requested on a consistent basis, but there may be periods when the school has to close completely and we will do our best to inform you of this as soon as possible, should it be necessary.

The provision for your child will be significantly different to their usual daily school experience. School hours will be **8.30am to 3.20pm** and the children will be provided with break times and lunch in a similar way to normal. However, the children will be taught in a mixed age group class and they will have different teachers and support staff on different days, depending on the staff availability. Lunch will be provided, but the menu and food on offer will vary from the standard school menu. Deliveries have stopped for healthy snacks and you may choose to send these in with your child (do remember we are a nut-free schools). The children do not have to wear their school uniform.

There will be no before school or after school provision available. You will need to have an emergency contact available (or the ability to attend school yourself) in the usual way if your child is injured or becomes unwell during the school day. Please update the school with any changes to your emergency contact details. If it is necessary for you and your family to follow the government guidance, relating to self-isolation, you must inform the school. We are aware that some parents may only need this provision on certain days of the school week. Please inform the school, via email, if your child or children are not attending school that day and the reason why. This is simply a safeguarding procedure; no attendance mark is being collated.

Should you have any further questions about this provision we are offering, please don't hesitate to contact us through our school email address.

Regular updates from the school will continue to be sent through Teachers to Parents email and text system as well as our website.

Kindest Regards,

PJ Prince

