



Meadowhead School

Academy Trust

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Headteacher

Kam Grewal-Joy

Deputy Headteachers

Steve Bacon

Tamsin Woodward

KGR/SGI

13th March 2020

Dear Parent/Carer,

RE: Coronavirus and contingency plans

As you know, all schools are following advice from Public Health England (PHE) and the Department for Education regarding Coronavirus and we will not close the school unless instructed to do so by PHE and the Local Authority. However, as the UK is going into the next phase of dealing with the virus, there is a possibility that schools may be instructed to fully close at some point in the future. If this happens, as far as possible our intention is that we continue to provide an education for all students. This will mean that work will be set remotely using ClassCharts.

Please can you contact the school as soon as possible if you do not have internet access at home, so that we can provide alternative resources for your child.

Throughout a full closure email contacts will be provided for each subject area and year group which will be closely monitored by leaders. This will allow parents and students to ask questions and raise concerns.

The most recent PHE advice to self-isolate for 7 days if you are showing symptoms of a persistent cough or high temperature may also mean that schools could see a high number of staff absences in the coming weeks/months. Partial closure will be considered in such a case due to staff shortages. This may include opening later or only for key groups. If this is the case we will set work remotely for those at home to ensure that we continue to provide an education for all students. Again, our hope is to minimise disruption for our families and students so classes and timetables will be modified using levels of staffing available at any given time. Priority will be given to Y11 and Y13 classes during this time and as far as we know examinations are to run as planned. If students show the described symptoms, we ask parents to adhere to the PHE 7 day self-isolation guidance and report absence in the normal way. Further details on the symptoms can be found here: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

It is important that we have up to date contact details for all parents so that we can notify you of any change to a normal school day.

I am now also able to share that all international school trips have been cancelled for this year and we will be working with the travel companies regarding arrangements to retrieve costs.

At this time, there is no way of knowing the full impact of the Coronavirus on our working and family lives but we will do our very best to support those that become affected by it, as and when this happens. Please let us know if your child has been affected by a bereavement due to the virus so that we can plan for their return to school. We will do our best to reduce student anxieties and we will continue to advise students to wash hands to prevent infection.

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We will endeavour to update you on the school response to government guidance and instruction. Please be aware that whilst I have made contingency plans with leaders using current guidance, they are subject to change.

These are unprecedented times and I thank you for your continued support and patience during this challenging period.

Yours sincerely,

A handwritten signature in black ink, appearing to read "K Grewal-Joy". The signature is written in a cursive style with a large initial 'K' and 'G'.

K Grewal-Joy
Headteacher