



WESTFIELD PRIMARY SCHOOL



12th March 2020

Dear Parents / Carers,

As you will be aware the corona virus is very much at the top of the news currently, including various countries responses to the outbreak.

As a school we follow information and guidance given to us through Public Health UK and the Department For Education. Should they direct schools to close (as a measure to try and halt the spread and outbreak of the virus) we will be required to follow that direction. Therefore, we would like to make it clear now what would happen in such a situation; so that we are all prepared if it does happen.

Currently, we have had no instruction to close. If we receive instruction to close we will inform you.

In the event of a school closure due to the corona virus the following would happen:

- On a daily basis the school office will put work for the children to complete on the school website, this work will have been set by the class teachers of every year group in school. The office will text parents to inform them that this work is in place, this will happen every day
- The answers to the work set will also be available to parents (on the website), in this way the adult supervising the child can check the answers with the child, thereby giving immediate and direct feedback - which is in line with our own 'fast feedback' policy
- Parents would be responsible for ensuring they and their families followed the guidelines and directions from the government and Public Health UK

We hope this provides some clarity and comfort during what is quite an uncertain time for all. Please rest assured we would only close if directed to do so. In the meantime, we continue to follow guidance and encourage good hygiene amongst our school community.

Thank you for your continued support to the school.

Kind regards,

pp. F. McPhee

Mrs Karyn Hing
Head Teacher