



**Wheelwright Lane Primary School,
Wheelwright Lane,
Ash Green,
Coventry,
CV7 9HN**

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13th March 2020

Dear Parents/Carers,

The school has been receiving daily updates both from the Department for Education and Public Health England regarding the Covid 19 (Corona virus). The current advice is that the school will stay open. At this current time of heightened awareness the advice is to self-isolate if you have certain symptoms. However, our decisions will be made on diagnosed cases only and these will trigger the responses detailed below in our plan. The action plan below details how the school will respond to a need for closure.

Covid 19 Action Plan - School Closure

Potential triggers for school closure:

- **Diagnosed** case of the Corona virus in school of children/staff etc. (N.B. in the case of a child being medically isolated at home (not a diagnosed case) then staff will carry out well-being checks by telephone for regular updates)
- **Diagnosed** case of the Corona virus of a direct relation to a child within their household
- Child/staff/family contact with a person who has been **diagnosed**
- Blanket government closure

The school will risk assess the situation according to the trigger and the closure days will be set accordingly. The school will seek advice from Public Health England and the Local Authority. Please be aware that all Headteachers in Bedworth schools are in constant contact with each other with regards to current situations.

As you have been informed via our weekly newsletter the DfE have launched a helpline providing advice and to answer questions for parents and young people. Phone: 0800 046 8687 Opening hours: 8am to 6pm (Monday to Friday) Please see the details on the newsletter.

Communication

If a decision to close is made outside of school hours, all parents will be contacted via Text to Parents. Information will be placed on the school website and closure signs will be placed on the school gates.

If the school is open and the decision is made to close, all parents will be informed to collect their children.

Updates will be sent regularly to parents and staff via Text to Parents as to the potential length of time for closure.

Business Continuity

Initially staff will send home a pack of activities for children to use at home. These could include English, Maths, Topic work or project work. Children will still need to practise their reading, times tables, number bonds etc. on a daily basis. Playing board games would also be useful at home. Websites may also be used - please see the school website for details.

We will also be sending out a letter next week to inform you of websites that will be available to your children during this time.

The school will be thoroughly deep cleaned before it reopens after any closure.

Many thanks

Christine Browne

Headteacher: Mrs C Browne

Office Manager: Mrs M. Hull

Chair of Governors: Mr D. Grove

Learning for Life

