



Dear Parents / Carers,

I write to further update you on the developing situation with Coronavirus and how it is impacting on us currently.

First and foremost, our Academy is open and will remain so until the government advises differently.

The health of our students and staff is our number one priority. Thankfully, the evidence so far from around the world is that children are not particularly vulnerable to Coronavirus. However, it is still important that families and schools do all we can to protect each other and prevent transmission to others.

The NHS advice is directed at anyone with a high temperature (37.8 degrees C) and / or continuous cough. If your child or anyone in your family home display these symptoms, you must all self-isolate for a full 14 days.

If your son / daughter has an underlying health condition that makes them more vulnerable to Coronavirus, please phone the Academy reception to discuss the details with a member of staff.

In the event that your son / daughter is self-isolated, there is work available to keep them up to date with his / her studies. (This can be found on the Academy's website. Please go to the learning tab and work can be found under Homework and Useful websites.

Like all schools, our Academy is also planning for a possible situation where they might need to close for a length of time. This is not because we have any plans to close, but because all schools need to prepare for this possibility. Rest assured, we will exhaust all options in a bid to remain open and as a result of this there may be some timetable changes required so a different teacher than normal could teach your child in the short term.

In the event that we do have to close, we have made plans for the following two scenarios:

1. Scenario 1: lack of teachers / support staff due to staff self-isolating
2. Scenario 2: forced school closure by Public Health England

#### Scenario 1

If our Academy reaches a critical number of absent staff members and a decision has to be made to partially or fully close the academy, parents will be advised in the following way:

- A message will be sent to parents / carers via text and / or email.
- Notice of closure will be made via Stoke-on-Trent Local Authority School Closures website and local radio.
- Notice of closure will be placed on the Academy website homepage and social media channels.

Should this decision need to be made to close the Academy during the school day, the above procedures will be set in play, but parents should be assured that the Academy will remain open until all children have been collected or have safely left the site with agreed permissions.

## Scenario 2

If the government closes all schools, our Academies will:

- Send a message to parents / carers via text and / or email advising of the time that the Academy site will close, giving as much notices as is possible.
- Publish any additional information to parents and carers on the website homepage and social media channels.
- Publish learning materials on the Academy website, to ensure that children's learning can continue to be supported at home, during the time the Academy is closed.
- Publish information on the Academy websites regarding how staff will update learning activities and continue to support children's learning at home.
- Ensure that where children do not have access to computers at home; that a learning pack is provided for children to take home with them.
- Publish information to parents with regard to how the Academy will continue to keep parents and carers updated and advised regarding key information.

In addition, we are currently in discussion with relevant authorities with regard to how children and families, in receipt of free school meals, can be supported to access food in these circumstances, and we will update as we are advised.

While closure remains a worst-case scenario, we wanted to reassure you that we are planning appropriately for this. In the meantime, our Academy remains fully open and will continue to follow all official guidance to schools. We remain fully committed to supporting all our families and communities to the highest possible level during these unprecedented times.

Yours sincerely



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Principal

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