



LO/JT/700
16th March 2020

Dear Parents/Carers

As you are probably aware, the Government's guidance on the Coronavirus has changed from the 'contain' phase to one of delaying the spread of the virus. We are getting in touch to let you know what we are doing in light of this, and what we expect from all of you, to help make sure our school community keeps safe and calm. The Prime Minister was clear that schools would remain open for the time being, which is a decision we support.

We would like to reassure you that at Blessed Robert Sutton Catholic Voluntary Academy we are taking all of the necessary steps to protect our community and we continue to act on incoming information from the Department for Education and Public Health England. We are following all available advice, particularly around hygiene and are meeting regularly to ensure that we are prepared for all emerging eventualities.

What is the current situation?

- Our **school remains open** – this is the current official guidance we have been given.
- Pupils should attend unless they feel unwell. If your child has a new, continuous cough and/or a temperature they **should remain at home for 7 days**.

If your child is unwell, please report this, as you would normally, by either telephoning the attendance line on 01283 749466 or emailing attendance@robertsutton.staffs.sch.uk. Please email or call before 8.15 am on the day of your child's absence.

We will keep you up to date with any changes to the current situation.

What we are doing to protect and support pupils and staff

- As well as our standard cleaning procedures, our cleaning priority is ensuring that we keep frequently touched objects and surfaces clean – this is taking place regularly throughout the day. We have ensured that cleaning materials meet the suggested recommendations.
- We will continue to promote hand washing and good hygiene.
- Lessons and assemblies have been delivered to pupils about hygiene and we will be sharing activities on how to deal with anxiety.
- Following on from more recent Government advice, we are in the process of cancelling some domestic school trips, including sporting fixtures. We have also cancelled Year 9 Options evening to avoid a mass gathering of people.
- We have looked carefully at in-school activities, e.g. assembly, lunch and break times and have made adjustments in line with available advice and guidance.
- With regards to exams, the planned timetable is still being followed but it is an ever changing situation that we will advise upon should things change.

What we need you to do

- If you have recently changed your contact details, please inform the school office **as soon as possible** via office@robertsutton.staffs.sch.uk or 01283 749450.
- Talk to your children about the Coronavirus. It is a scary time and we should make sure children feel supported. BBC Newsround has regular updates for younger children and YoungMinds has practical steps older children can take to help with anxiety.
- Come and collect your child straight away if we ask you to (we will contact you if they become ill with either a temperature or a new, continuous cough).
- Check that your child has access to our Firefly App from home and let us know if there are any issues so that we can make sure we are well prepared for remote learning if the school does need to close at some point.

What happens if the school has to close?

We will only close if we are officially advised to do so and will:

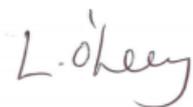
- Alert parents to the closure, via letter, the Firefly app, posts on our website and social media pages.
- We will include in any alerts details of when the school will be reopened.
- If the school is directed to close by the Government and your child has to stay at home, our plan is that teachers will communicate with your child and set work using Firefly – your child has been reissued with their log on details. These can be found in the front of their school planner. We advise all parents and students to check they have access and valid passwords to these communication tools. Whilst there is no substitute for learning in the classroom, we will do all we can to ensure your child's education continues as normally as possible. To support parents we have created a guide to Firefly – this is available on our school website. Should you have any technical issues or questions about Firefly we have created a helpline – firefly@robertsutton.staffs.sch.uk

Please keep in mind that we are only sending out this information to help the school community prepare. There are currently no plans to close.

If you have any questions, please consult the:

- School office - if you have any questions about our response to this issue.
- NHS - if you want to know more about the symptoms of Coronavirus. If you think you or your child may have the symptoms, use NHS 111 online if at all possible before calling 111.
- Department for Education's Coronavirus helpline: 0800 046 8687 - if you have any questions about the Government's response to Coronavirus in relation to schools.

Thank you for your continued support during the next few weeks.



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