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Headteacher: Mrs E Orland

17th March 2020

Dear Parent and Carers,

We are writing with another update on guidance and support in relation to Covid-19.

I'm sure that you will be aware that information and guidance is being updated daily form both NYCC and the Department for Education. We would like to share with you the plans and measures that we have in place for our school.

- All events prior to Easter have been cancelled or postponed. This includes: Easter Bingo, Trips and Visitors, Swimming, Parents Evenings, Mothering Sunday and Easter Services.
- We will not be admitting non-essential visitors to school. For example, we have cancelled Sports Coaches, Forest School Teacher, and Music teachers
- Please consider whether you need to come into the school building is your enquiry of an urgent nature or can it be dealt with via email or phone? Teachers will be available at the gate each morning to avoid you having to come into the building where possible please.
- Visitors to school are not being allowed beyond the front lobby.
- Daily hygiene practices have been increased by our caretaker.
- We are monitoring handwashing and encouraging good hygiene practices with our children including 'Catch it, bin it, Kill it', handwashing and elbow sneezes.
- Staff are currently working on distance learning packages which will be issued to you via email for your child should the school close or should your child be required to remain at home, please bear with us whilst we prepare these.
- We have emergency procedures in place to both notify and support you should we be required to close. Currently schools have been requested to remain open. We will endeavour to remain open until instructed otherwise, however, you should be mindful that if staffing levels continue to drop due to the need to self-isolate the school may need to close regardless.
- Currently, we are not aware of any member of staff or any children from our school, having been tested for Covid-19 and we have not been made aware of any confirmed cases linked to our school.

## What to do as a parent:

- We would advise parents to begin to think about your contingency plan should the school need to close, if you have not already done so.
- Staff, young people and children should stay at home if they are unwell with a new, continuous cough or a high temperature to avoid spreading infection to others.
- Follow the National guidance: <a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance</a>
- Stay at home for 14 days if you or anyone in your house has either: a high temperature or a
  continuous new cough. Please do not send your children to school for 14 days if they or anyone
  in your household has these symptoms.
- Please let us know if you are self-isolating, we still need to know where your children are for safeguarding purposes, we also have a special absence code to use in these circumstances.
- If you are concerned contact the National helpline for Parents and Young people: Phone:08000468687

Email: <u>DfE.coronavirushelpline@education.gov.uk</u> Opening hours: 8am to 6pm (Monday to Friday)

Finally, I would like to thank all of you, who have been so understanding and concerned for us as staff during this period. We are equally as concerned for both you and your wider families and are fully aware of the worries and concerns that we all share. I would also like to wholeheartedly thank and commend our staff, some of whom may need to work behind the scenes even if they are unable to work in the school building at this time.

With very best wishes,

Liz Orland Headteacher