

Upton-upon-Severn CofE Primary and Pre School  
School Lane, Upton-upon-Severn, WR8 0LD

Headteacher  
Julie Wills B.Ed MA NPQH

### **UPDATE LETTER - 13th 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.

We would like to reassure you that at Upton-upon-Severn CofE Primary and Pre School we are taking all of the necessary steps to protect our community and are continuing to follow official guidance from the Government, the local authority and the Diocese.

#### **What is the current situation?**

- The school currently remains open – this is the current official guidance we have been given.
- All school functions continue to run as normal including both breakfast and after school clubs but no parents/carers to have access to school unless there is an emergency situation.
- Pupils should attend unless they feel unwell – if your child has any of the following symptoms they should remain at home for 7 days:
  - a new, continuous cough and/or
  - a temperature
- If your child is unwell, report this as you would normally by calling the absence line.
- We are currently reviewing any trips we have booked for later this academic year and will keep you notified of any action that needs to be taken.
- 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:**

- We are currently using anti-bacterial gel for all members of the school community prior to entry to school.
- We are cleaning key points more regularly than normal and more intensively using anti-bacterial products throughout lunchtime to clean the school whilst the children are out at playtime and school is fully cleaned each evening.
- Children are requested to hand-wash regularly and hand sanitisers are also available.
- We are teaching the children about positive hygiene without causing anxiety as the children are young and we wish to minimize any anxiety for them. We aim to protect and nurture in all we do keeping your children as safe as we can both physically and emotionally.
- We have our own Upton social distancing policy.
- We have stopped all external visitors to the school.
- We have stopped all parental assemblies or events.
- We have stopped any planned trips or external visitors to school.
- Reception, Key stage 1 and key stage 2 will no longer mix for the 15 minutes overlap during lunchtimes.
- Key stage 1 and key stage 2 will have separate assemblies to ensure more distance between the children.
- Reception and nursery will not attend any communal assemblies.

#### **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@uptonuponsevern.worcs.sch.uk](mailto:office@uptonuponsevern.worcs.sch.uk).

Tel: 01684 59229  
Email: [office@uptonuponsevern.worcs.sch.uk](mailto:office@uptonuponsevern.worcs.sch.uk)  
Web: [uptonprimaryschool.education](http://uptonprimaryschool.education)

- Talk to your children about the coronavirus. It is a challenging time and we should make sure children feel supported but not frightened. BBC Newsround has regular updates for younger children and YoungMinds has practical steps for any of your older children should they feel anxious during this time.
- 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)
- Please check you have access to the internet from home, and let us know if there are any issues where you are unable to access the internet for any reason. We are making sure we are well prepared for remote learning if the school does need to close at some point and will send you further details of this as it develops.

#### What happens if the school has to close?

We will only close if we are either officially advised to do so or we do not have enough staff to run the school.

In either case, we will:

- Use our normal procedure and send a text to you all and also post on the website when we reopen we will use the same process.
- Please do not react if Hanley High School are to close because we are a separate school and we will have differing plans of action in the event of the school being impacted unless it is an all schools closure.
- We are planning to provide all children with a learning pack to take home with them. We are currently setting up an online portal system which we hope to have up and running by early next week. We will send information regarding this as soon as it is working.
- Please keep in mind that we're only sending out this information to help the school community prepare in advance and so you know what to expect. There are currently no plans to close.

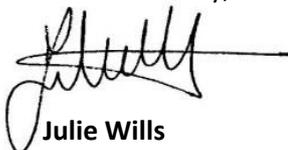
#### If you have any questions please consult the:

- School office (01684 592259), 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.
- Government's travel advice, if you want to know whether any upcoming trip or holiday you're taking abroad should go ahead.

It is a tricky time and we know you are worried about the impact this might have on our community. It is important we keep each other safe and talk about these events to help with any anxiety.

Thank you for your continued support in protecting our school community.

Yours sincerely,



**Julie Wills**  
Headteacher