

12 March 2020

Dear Parent/Carer

CORONAVIRUS – EMERGENCY PLANNING

We have taken the decision to write to you today to explain our current position in relation to the coronavirus outbreak. The school has been monitoring advice and guidance daily from the Department for Education and the Local Authority. We want to take a sensible approach and not cause panic.

Precautionary measures with effect from Friday 13 March until Friday 22 May

Continued advice to students relating to hygiene, handwashing and physical contact

Cancelled events:

- Parents Evenings
- Assemblies and large group gatherings
- Trips and visits
- After school clubs
- Sports fixtures
- Hayday on 1 April 2020 will be a normal school day

In the event of enforced school closure by the Government

At the time of writing this letter there is no indication from the Government relating to an enforced national school closure, however if this was to happen the following will apply:

A text message will be sent to all parents and carers at the earliest opportunity along with the website being updated. We are mindful that such an announcement could hit the media before the school finds out. In this event please **do not contact the school.** Please rest assured we have procedures in place to communicate with staff, students and families.

Children who are entitled to free school meals

Further information will be sent to families as to how the school will reimburse should this be necessary.

School work

By Friday 13 March 3.00 pm, the school website will contain learning activities for students to access in the event of an enforced school closure.

Year 11

We know Year 11 might worry about how this will impact on their GCSE examinations. Should there be a school closure every school in the country will be affected in the same way. That said it is imperative they do not waste any moment of study should the school be closed. If the school does close, rest assured that we will do everything we can to support every student.

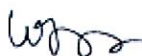
Communication and updates

This will be via the school website and twitter @hayfield_school.

Please try to avoid contacting the school directly, but rather check the website daily as any updates will be posted on there.

These are unprecedented times and we are closely monitoring the situation. We thank you for your patience and understanding. In the meantime, please look after yourselves and your family.

Kind regards



Lisa Fox
Headteacher