17th March 2020

Dear Parents,

I am writing to let parents know about changes we have put in place from today to protect our children, staff and families.

1. Cancelling parents evening – instead, you will receive a brief written report.
2. There will be no swimming for at least the rest of this term.
3. We have cancelled all after-school clubs.
4. All Easter and Mother's Day services have been cancelled.
5. The Easter Bingo and Disco at Westmere have also been cancelled.

We are also introducing a number of measures in school to minimise any risk of spreading the virus. These include: making changes to lunchtime arrangements to reduce the number of children in one place at the same time; cancelling assemblies and collective worship; increasing cleaning regime, with additional cleaning taking place throughout the day.

You will have seen from the briefing from the Prime Minister that anyone with symptoms of a high temperature or a cough must now self-isolate for 14 days. The same is also true for anyone in the same household. If one member of your household is showing symptoms, you will all need to self-isolate for 14 days. The symptoms of the virus are – a 'new' continuous cough or a temperature of 37.8C (100F) or more.

Anyone following guidelines that has absence from school will have their absence authorised.

I hope you will feel some comfort in the measures we have put place. As things change over the coming days or weeks, we will ensure that we continue to communicate any changes with you.

We are currently in the process of preparing home working packs, should your family need to self-isolate or in the event of school closures. As soon as these are ready, we will let parents know.

Best Wishes,

Karyn Wiles