



Dear parents,

You will all be aware of the decision that was made at government level to keep schools open until further notice. This means that Longford, along with all other schools in Staffordshire and nationally, will continue to operate as normally as we can unless otherwise directed.

We are committed to continuing to provide a high quality of education for our pupils, and we appreciate the efforts of our parents in ensuring that their children attend school during these worrying times. We would like to reassure you that at Longford we are taking all of the necessary steps to protect our community and are continuing to follow official guidance from the government.

After the statements made from government yesterday evening I would like to further clarify the following:

What's the current situation?

- The **school remains open** – this is the current official guidance we've been given.
- Pupils should continue to attend unless they feel unwell – if your child has any of the following symptoms they **should remain at home for 14 days**:
 - **a new, continuous cough and/or**
 - **a temperature**
- If your child is unwell, report this as you would normally by phoning the school office. **All members of the same household must also now self-isolate for 14 days.**
- Grandparents over the age of 70 and pregnant women are strongly advised to stay away from school.
- We'll keep you up to date with any changes to the current situation

What we're doing to protect and support pupils and staff

- We are following the health and safety guidelines issued by the government and the NHS. This includes self-isolation where necessary.
- We have a daily cleaning schedule that is being strictly followed
- We are enforcing hand-washing
- Staff are speaking to pupils about hygiene and how to deal with anxiety
- All non-essential clubs have been cancelled with immediate effect, as well as parents/carer's attending school events – these are a precautionary measure
- Communications are being sent out by the office team to ensure accurate information is being relayed.

What we need you to do

- If you've recently changed your contact details, please inform the school office **as soon as possible** via telephone or by coming in to speak to our office team.
- Talk to your children about the coronavirus. It's a worrying 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'll contact you if they become ill with either a temperature or a new, continuous cough)

What happens if the school has to close?

We will only close if we're either officially advised to do so or we don't have enough staff to run the school.

In either case, we will:

- Alert parents to closure via the following channels: Text message, Twitter, statement on school website, letter home, sign on school gates
- As a precaution, plans are being put into place to support learning at home in the event of a closure. Details will be confirmed at a later date
- In the event of a closure – parents will need access to class Dojo for work to be sent out. If you do not have access, please notify the office asap via phone or email if possible

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

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
- Government's [travel advice](#), if you want to know whether any upcoming trip or holiday you're taking abroad should go ahead

This is a worrying time and we appreciate that parents are naturally concerned about the impact this might have on our community. It's important we keep each other safe and talk about these events to help with any anxiety.

Thank you for your continued support and patience.

Ms Chambers

Principal