



WOODHALL SCHOOL



www.woodhall.herts.sch.uk

Woodhall Lane, South Oxhey, Watford, Hertfordshire, WD19-6QX.

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Thursday 12th March 2020

Dear Parents/Carers,

RE: Plan for the spread of coronavirus/possibility of school closure

This plan will be reviewed and updated in line with government advice.

gov.uk/government/publications/guidance-to-educational-settings-about-covid-19

We are implementing the following ongoing actions

- Children given extra time to wash hands thoroughly; our 'Woodhall Wash' words by every sink.
- Tissues and anti-bacterial soap in every room
- Additional daily cleaning of hard surfaces including handles/keyboards
- Government advisory posters on display for parents (+helpline number)
- Continue to check advice via a daily email sent to school by the Department for Education

School will not close unless advised to by the Department for Education.

Next steps

- Seek advice re: booking a 'deep clean' (nb this is not the same as for norovirus)
- School will be checking that each child has access to a computer/tablet at home
- School have checked that parent emails/mobile numbers are up to date
- We have a list of particularly vulnerable staff and children
- We are preparing our online platform so that staff can work from home should the need arise
- We are preparing plastic wallets for each child to take home: age-appropriate exercise book, maths/English workbooks, reading books (depending on age of children)
- School governors are being kept up to date with developments.

- We are preparing class workpacks in case school is **temporarily closed** through a case of coronavirus
- We are preparing a list of tasks for children to complete in the exercise books we will give them should we be closed
- We are preparing a sheet of 'useful information' for parents e.g. NSPCC, food bank, email addresses, websites.

Should we be closed (and as long as we have had time to put all systems in place):

- ✓ Teachers will send a daily email to their class, directing them to work for the day (1 x English; 1 x maths, 1 x other; websites, Purple Mash etc)
- ✓ Teachers will take part in a weekly online staff meeting

Return to Work

On return to school, our first day will be spent on activities with the children which acknowledge the 'otherness' of the situation; the fact that both pupils and staff may have been ill, may have had serious illness or death caused by coronavirus in their families; and the fact that many of our children will need to talk about events at an age-appropriate level.

This is an extremely worrying time for the whole Woodhall community. If you have any questions or concerns, please come in and talk to your child's class teacher or myself. Please be assured that we are following all current government advice regarding the situation.

Many thanks,

Miss Lake