



FEDERATION

The Grinling Gibbons and Lucas Vale Federation  
Executive Headteacher: Miss Lesley Jones

16<sup>th</sup> March 2020

Dear Parents/Carers,

In light of the ongoing concerns regarding the coronavirus (COVID-19), we would like to reassure you that at Grinling Gibbons Primary we're taking all of the necessary steps to protect our community and are continuing to follow official guidance from the Department for Education and Public Health England, as well as Lewisham Local Authority.

As you may probably be aware, the government's guidance on the coronavirus has changed from the 'contain' phase, to one of delaying the spread of the virus.

### **Advice to prevent the spread of infection**

Make sure you and your children follow these general principles to prevent spreading any respiratory virus:

- Wash your hands often – with soap and water for at least 20 seconds, or an alcohol-based sanitiser if soap and water aren't available
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Avoid close contact with people who are sick

If you feel unwell, stay at home and don't attend work or school to help make sure our school community keeps safe and calm.

### **What's the current situation?**

- The **school remains open** – this is the current official guidance we've been given.
- All school functions continue to run as normal including breakfast or after-school clubs.
- We have however decided to cancel all school trips that involve taking public transport until further notice. This is because we cannot guarantee access to soap and water frequently enough for handwashing.
- 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, following the normal absence procedures.

### **What we are doing to protect and support pupils and staff**

- Putting up coronavirus infection control measures information posters around the school.
- Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap. This could include:
  - Before leaving home
  - On arrival at school
  - After using the toilet
  - After Physical Education lessons
  - Before playtime /After playtime/Before lunchtime/After lunchtime
  - Before eating and foods including snacks
  - Before leaving school
- Increasing the cleaning of communal areas and bathrooms and ensuring the supplies for handwashing are replenished regularly.
- Continue to provide hand sanitiser points at the entrance and throughout as we have prior to this situation.
- Adjusting how we will respond to a pupil feeling ill on the school premises. Pupils should report if they feel unwell or need any reassurance.
- Lessons or assemblies for pupils about hygiene and how to deal with anxiety.



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### What we need you to do

- If you have recently changed your contact details, please inform the school office **as soon as possible** via 0208 692 4907 - this includes email addresses.
- Talk to your children about the coronavirus. It's a scary 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 will contact you if they become ill with either a temperature or a new, continuous cough)
- In some cases, we are planning to use an online platform to provide remote teaching in the event of a closure. Check that your child has access to the Lexia, Mathletics, Bug Club, Century, Twinkl and PiXL apps from home, and let us know if there are any issues (so we can make sure we are well prepared for remote learning if the school does need to close at some point). If you have no access to the internet, we will provide children with books, paper, pencil and pens to complete tasks set.

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

We will only close if either officially advised to do so, or we do not have enough staff to run the school. In either case, we will inform all parents of any change as soon as possible:

- This will be via emails, text messages and a post on our website
- We will also contact parents via the same media to let you know when the school will be reopened
- A letter will be sent with details of how we are planning to set work for pupils during closure and what we expect parents to do – this might include plans for both short-term and long-term closure.

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

### 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 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. We will continue to update you if there are any changes to the information in this letter.

Thank you for your continued support.

Yours sincerely,

Dean Gordon  
Head of School