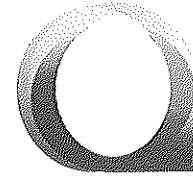




Sybil Elgar  
School



National  
Autistic  
Society

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Friday 13<sup>th</sup> March 2020

Dear Parents and Carers,

The school has recently updated our website to share a link to the latest official information and advice about the Coronavirus (COVID-19).

Based on the best current advice and information, there is no reason why your children should not continue to attend their early years, school or further education setting as normal. This letter includes the information we've had from the local Public Health team, which makes clear that you do not need to be unduly worried about the possibility that your children might catch the virus.

**However following from the government directive from Thursday 12<sup>th</sup> March 2020 anyone with a new persistent cough or a raised temperature will need to 'self – isolate for 7 days'.**

**As such should your child develop either of these symptoms your child must stay at home; should the symptoms display at Sybil Elgar we will contact you and you will need to make arrangements for your child to be collected from school immediately. All of the above is of course a precaution and will keep all safe as possible.**

We recognise that some families or children may be planning to travel abroad this Easter to countries where there is a higher risk of transmission. If so, please refer to the advice here: <https://travelhealthpro.org.uk/news/499/novel-coronavirus-covid-19-general-advice-for-travellers> for the latest advice.

Public Health England has also issued general advice for members of the public <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public#advice-for-travellers>

### What action you should take

To help prevent the potential spread of any infections, including Covid-19, Public Health England has launched the **Catch it, Bin it, Kill It** campaign. We would ask all parents, carers and their children to follow this advice: using a tissue to catch a sneeze, binning the tissue and washing our hands is the best way to stop the spread of germs and viruses.

There's more information here <https://www.gov.uk/coronavirus>

The Department of Education have setup a dedicated helpline to answer questions about the virus and parents and young people can contact the helpline as follows:

Phone: **0800 046 8687**

Email: [DfE.coronavirushelpline@education.gov.uk](mailto:DfE.coronavirushelpline@education.gov.uk)

Opening hours: 8am to 6pm (Monday to Friday)

I also wish to update you on the measures that we have put in place as a school to ensure the health and safety of our community during this period of concern regarding the spread of Coronaviras.

We are currently asking all visitors to our sites to use the anti-bacterial washes upon arrival and departure these are located in the school staff and visitors toilets.

All staff are supporting our pupils and students to wash their hands on arrival, before eating - including snack time, lunch times as usual, and also before and after going out. We have created visuals to help and for some classes the children have been learning 'washing hands' songs, as is appropriate to their age.

## **CLEANING**

The cleaning company have increased their vigilance in wiping door handles, key pads, tables and keyboards/screens and will continue to pursue the highest standards of best cleaning practice. All cleaners wear throw away gloves and tabards and there is a supervisor on both sites – Havelock and Woodlands.

## **MEALS**

**Our kitchen staff continue to be vigilant and for those children who take school meals it is business as usual.**

**Should our suppliers not be able to deliver goods** we will ask you to send in a packed lunch which will be stored in the classrooms – so not perishables please such as meats; for children who need a very specialist packed lunch teachers will liaise with you. We will keep you updated.

## **TOILETING**

**Extra vigilance in ensuring thorough hand washing is taking place.**

**Should our suppliers be unable to deliver** the appropriate goods we will ask you to send in the following daily: toilet paper, tissues, and (nappies for those who require these)

We will keep you updated through, letters home, Teachers2Parents texting as needed and ask you to check our website regularly. In addition teachers will as always be in touch through the home school diary and/or phone calls as is our usual procedure.

I hope the information in this letter is useful and reassuring.

Thankyou for your continued support and vigilance in following government /Public Health guidelines and procedures.

With Kindest regards

A handwritten signature in black ink, appearing to read 'Chloe Phillips', with a decorative flourish at the end.

Chloe Phillips  
**PRINCIPAL**