



Plaistow and Kirdford Primary School
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Headteacher: Mr C King

12th March 2020

Dear Parents and Carers,

I would like to thank you all for the continued calm, pragmatic and sensible response our school community has had with regard to the coronavirus outbreak. This has enabled us to focus our efforts on doing what we do best, keeping our children happy, safe and learning.

I am writing to you today not because we have had any developments or new guidance but because I want to reassure you that we are planning ahead and to provide clarity on how we will react and communicate if there are local developments and we need to close school.

To be clear, school has no intention to close and will only do so if directed to by the Department of Education or Public Health England.

Their current guidance still stands: schools should continue to operate as normal; there is no need to change our current practice.

In the event of us being told to close we aim to give you as much notice as we can. If we do close we will inform parents via School Comms (email). We will also update our website informing people that we are closed.

It is important for parents to know that School Comms and the school website is the official communication and news source for school. I know many parents are active on and participate in Whatsapp groups and on local Facebook communities but would urge parents or carers with concerns to direct queries or worries to the school email address: office@plaistowkirdford.com so we can be sure you receive the most up to date information.

We will alert parents and carers to any developments or changes via School Comms (email).

What to expect in the event of a school closure

You will be notified of a school closure as soon as possible via School Comms. This will be as soon after school is informed as we are able.

Our communication will be limited. *As school is closed no one will be available to respond to telephone queries. Email will be monitored but we may not be able to respond to emails as quickly as we would do normally so please be patient.*

Any developments will be relayed to parents as soon as we are able to via School Comms.

Messages may be brief. *To avoid ambiguity, messages sent out after a school closure will be short, to the point and designed to be a one way communication out from school.*

We will not have access to information regarding individual cases nor will we be able to communicate about cases of illness within our community.





What we will do to support children's learning

We want our children to maintain as much of their school routine as possible.

In the event that we close school, every child will be bringing home a work book. In the work book will be a list of tasks that can be completed in any order. All of the tasks relate to the topic that they are covering in their learning this term.

Additionally, Key Stage One and Reception children who are still on the graded reading scheme will be provided with extra reading books.

Teachers will work to update the class blog daily with a series of tasks that can be completed during the day. The class blogs can be found on the individual class pages on our website.

We are very aware that during a school closure, every family's day will be different. The work provided for children is there so that they can continue to consolidate their learning at home. Not every family will have the time to complete every task – families will have differing needs and pressures at home. School work set at home is not intended to add to any pressure or stress at home, I would recommend that families take a "common sense" approach to work tasks attempted. If a child is finding a task is too difficult please do not worry but support them in trying their best and focus on effort and engagement over completing every task correctly.

As I'm sure all families will be aware and appreciate, this is a very fluid, changing situation. We will endeavour to keep parents informed as much as we possibly can. I would like to reiterate that we are continuing to operate as normal; I know our staff team would much rather be working in school than not!

If you have any questions or concerns please do not hesitate to contact me – I can't guarantee that I will be able to answer all of them but I will do my best!

Thank you again on behalf of the whole staff team for your understanding, patience and support.

Yours sincerely,

Mr King