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Thursday 10th September 2020

Dear parents/carers,

RE: Confirmed Case of COVID-19 in school

I am writing to inform you that we have had a confirmed case of COVID-19 within a phase bubble group within school. Parents of pupils affected have been informed and, following advice from Public Health England and Durham County Council, the school has taken all necessary and reasonable steps to ensure the school remains open for the majority of pupils and remains a safe environment, at this time, for our pupils and staff in school.

If your child has not been identified as a close contact within this affected bubble they do not need to make any change to their usual routine, including school attendance.

This isolated school incident, together with news of a sharp increase in the national COVID-19 infection rate, is a clear reminder to us all that COVID-19 is still present within our community and highlights the need for us all to remain vigilant and responsible, at this time, to prevent the spread of this disease.

Limiting the disruption to our children's education must be the main priority for us all. Can I remind parents that it is essential we all follow the social distancing advice outlined in the COVID-19 Guidance Document for Staff, Parents, Pupils and Visitors which was issued at the start of the school year. This document, together with our school COVID-19 risk assessments, will be reviewed, in light of recent events, and further safety measures may be introduced in school to prevent further possible school closure and to ensure a safe school environment is maintained.

Please ensure you comply fully with the following school safety guidelines:

- 1 Only **one** parent to drop off/ pick up your child from school.
- 2 Maintain a 2m distance, where possible, from other parents during pick up times.
- 3 Please ensure younger pupils are supervised and remain with you whilst waiting to pick up older siblings.
- 4 Do not congregate in small groups and vacate the school site immediately after picking up your child.
- 5 Parents should direct their queries to the school office or class teacher via telephone or email. Please do not call into the school office.
- 6 Bikes and scooters are not allowed onto the school site at this time.
- 7 Pupils should only bring into school their packed lunch, water bottle and school book bag. Please contact the school office to discuss any essential personal items that your child requires in school.



Can I thank you for cooperation and I am confident that working together we can limit any further disruption caused by COVID-19 on our school community.

Yours sincerely,



Mr. L. J. Duncan (Headteacher)

