



Spires Federation

Executive Headteacher: Mrs Emma Negus - Hill

Respect, Honesty, Hope, Wisdom and Collaboration

Email: Admin@SpiresFederation.co.uk Website: SpiresFederation.co.uk
Twitter: @DigbyPrimary @DunstonPrimary @NoctonPrimary

17th March 2020

Dear Parent /carer,

As you're probably aware, the government's guidance on the coronavirus changed again yesterday. We're getting in touch to let you know what we're doing in light of this, and what we expect from all of you, to help make sure our school community keeps safe and calm. We'd like to reassure you that we're taking all of the necessary steps to protect our community and are continuing to follow official guidance from the government and Local Authority.

What's the current situation?

- The schools in the federation will remain **open** – this is the current official guidance we've been given
- The majority of school functions remain as normal for now, however, we are taking some steps to minimise the impact through the school. This includes cancelling non-essential events that would bring extra visitors to the school and we are respectfully asking parents not to come into the school site. Please drop your child off at the main gate and do not access the school playground and/or building. This is the same for any visitors and/or contractors. The only people permitted access to the school sites across the federation are **staff and pupils**. We are cancelling all trips, after school clubs not run by members of staff, Pupil Learning Conferences, Church services, Discos, Fundraising events, sporting events, assemblies led by visitors, SHINE assemblies, meetings and training accessed by staff on external sites. We have also cancelled the Nocton Toddler group until further notice.

Wrap Around Care: We are respectfully asking that all pupils who are either being dropped off and/or collected from the before and after school childcare provision do **NOT** access the school building. At Digby, please use the fire exit, where staff have been advised not to allow access to parents/carers. At both Dunston/Nocton, please wait at the main entrance where your child will be brought to you.

Pre-School Digby: I have been liaising with the staff at the pre-school who are following the same restrictions as us as we are on the same site. Please ask them for further guidance if necessary.

Digby Church of England School,
Church Street, Digby, Lincoln. LN4 3LZ
Ph: 01526 320630
Registered charity: 1045696

Dunston St Peter's Church of England School,
Back Lane, Dunston, Lincoln. LN4 2EH
Ph: 01526 320027
Registered charity: 1045951

Nocton Community School,
School Lane, Nocton, Lincoln. LN4 2BJ
Ph: 01526 320234
Registered charity: 1047895





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• Pupils should attend school, unless they feel unwell – if your child has any of the following symptoms they should remain at home for 14 days, not 7 as previously recommended:

- a new, continuous cough and / or
- a temperature

- If your child is unwell, report this as you would normally by phoning the school before 9.00 a.m.
- All SATs, Phonics Screening and Multiplication checks are, at the current time, to take place as normal.
- We'll keep you up to date with any changes to the current situation.

Staffing: All staff have to follow the advice and have sought further guidance from public health. This includes those who are high risk and are considered vulnerable. As this stands, the following staff are either self-isolating and/or socially distancing:

Digby: Mrs Needham

Dunston: Mrs Bower

We **have not** have had any confirmed cases of COVID across the federation. This is also the case for any visitors who have worked in school. Public Health have reassured me that if there were any confirmed cases with staff or from visitors who have been confirmed as having COVID that they would directly contact the school. This has **NOT** been the case.

We are also **NOT** using supply agencies to cover where we have staff who are absent. We are covering internally to restrict the risk of external contact. This could and will result in daily timetable variations.

What we are doing to protect and support pupils and staff?

- Anyone showing symptoms of a new persistent cough or a temperature should stay at home and self-isolate for 14 days. We are asking that you follow this advice for your children also. If your child becomes unwell, please keep them at home for 14 days and let school know the reason for the absence.
- Should children become unwell whilst at school with a cough or temperature, (we may take your child's temperature to check) we will ask you to collect them as soon as possible. These absences will be recorded as 'exceptional circumstances' on the register. We will place your child in isolation whilst we wait for you to collect them.
- We are enforcing thorough and regular hand washing regimes across the school

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- Lessons for pupils about hygiene and how to deal with any worries that they might have and reassurance for those feeling anxious.

What we need you to do?

- If you've recently changed your contact details, please inform the school office as soon as possible via email or telephone. Please ensure that you have updated your permission on Parentmail as per the message yesterday.
- Talk to your children about the coronavirus. It's a worrying 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'll contact you if they become ill with either a temperature or a new, continuous cough)

Continuation of Learning

We are currently organising a plan to ensure that any pupils who are self-isolating can still access learning from home. Please take a look on our website where we have created a new 'Home Learning' Page, where you can find links to all available resources and websites. We are also putting together home learning packs that will be sent home if the need arises and the schools close. We want to ensure that the impact to your child's learning is minimised during this time.

What happens if the schools have to close?

We'll only close if we're either officially advised to do so or we don't have enough staff to safely run the school.

In either case, we'll:

- Use ParentMail and Twitter to let you know we are closing and keep you informed of a likely reopening date.
- Let you know how you can access learning to ensure that there is as little disruption to your child's education as possible.

Please keep in mind that we're 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

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- 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
- Call Public Health and get personalised advice regarding your own situation-their Lincoln number is: **01522 550525**

This is an extremely difficult time and I can appreciate that you are extremely worried about the impact that this might have on our school communities. However, we will do our best to minimise any disruption and keep you informed about any changes as and when they happen. Like you, we will be watching the daily updates from the Government and be following any advice that they give us.

We thank you for your continued support during this time.

Yours sincerely,

Mrs Negus-Hill

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