



16th March 2020

Dear Parent/Carer

Coronavirus guidance and contingency plans

As a precautionary measure we have put in place a contingency plan to support the learning of our students in the unlikely event of a school closure due to Coronavirus. I must stress that this is purely as a precaution following advice from the Department for Education and Public Health England.

We are not aware of any confirmed or suspected cases of Coronavirus in our school or local community. We are checking national guidance daily regarding the risk to our students and will do all we can to ensure the school remains open as usual throughout this outbreak. The following links will enable you to access the most up to date advice and guidance relating to the Coronavirus:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

<https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>

If we do have to close the school during the day, we will follow our emergency closure procedure which can be found on our website. We will use the school text system to notify you and we will update our website and social media platforms. **Please ensure you check these regularly and that we have the most up to date contact information for you.**

Website: <https://www.samworthchurchacademy.co.uk/>

Facebook: /TheSamworthChurchAcademy

Twitter: @TSCAcademy

We recognise that you may not be able to respond to phone calls during the working day therefore **it would be helpful for us to know in advance if you have specific concerns about your child being allowed to go home.** We would recommend that you discuss plans with your child so that they understand where they should go to in the event of school closing during the day, such as a friend or relative. Please contact your child' s



Learning Manager and they will be able to discuss any special arrangements that may be necessary.

We have taken steps to ensure our students can continue to learn if, after following advice from all relevant parties, we need to close the school for a period of time. These are outlined below:

- Work will be available via Show My Homework which is available online and via mobile apps:

<https://samworth.satchelone.com/school/homeworks/calendar>

All students are familiar with using this package as we have been using it for over a year to set homework. As you will be aware from previous letters, parents can also access this package which will allow you to view and monitor work being set. It might be a good idea to download the app (if you haven't already) and check you can access your account with no problems. If you do have any problems accessing your Show My Homework account, please contact us at enquires@tscacademy.org.uk.

- All staff and students have an academy Office 365 account, which provides them with their own email accounts and access to a range of Office applications. Staff and students will be able to communicate with each other using these accounts.
- Students and staff will be expected to access Show My Homework and academy email accounts daily.
- Students will be encouraged to loan a book/s from our library.
- Students have access to additional learning resources such as MathsWatch, Doodle and Showbie. Students will be familiar with these, however our main means of communicating with students and providing them with appropriate work will be through Show My Homework.

Links to the above resources are available through our website as usual. **If your child would have no way of accessing information and resources online please contact us asap** to discuss alternatives. Your child's Learning Manager will be happy to help in the first instance.

If you have any issues or concerns during a school closure, please contact the school using the following email enquiries@tscacademy.co.uk or by calling us on, 07546 158649



between the hours of 7.45am to 12.15pm, or 07547 313743 between the hours of 11.45am to 4.15pm. Please note that these contact numbers will only be available in the event of closure.

Further to our previous communication, it is worth reminding you of the Department for Education's helpline set up to help with questions about COVID-19 related to education. Staff, parents and young people can contact the helpline as follows:

Telephone: 0800 046 8687 (8am to 6pm, Monday to Friday)

Email: DfE.coronavirushelpline@education.gov.uk

Personal hygiene is the most important way we can tackle COVID-19, especially washing hands more; and the catch it, bin it, kill it strategy for those with coughs and sneezes. Public Health England recommends that in addition to handwashing before eating, after coughing and sneezing, after using toilets, everyone should also wash hands after travelling on public transport. We have posters displayed in school to help remind students to wash hands and would ask you to continue to remind them at home. For more guidance on this please visit <https://youtu.be/bQCP7waTRWU>.

I would like to reassure you that your child's health and safety is our primary concern. This plan is purely a precautionary measure and we will not close the school until absolutely necessary and instructed to do so by Public Health England.

If you have any concerns, please feel free to contact us in the usual way.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Lisa McVeigh', is written over a light blue horizontal line.

Lisa McVeigh

Principal