

Newchurch Community Primary School  
Glebeland  
Culcheth  
Warrington  
WA3 4DX



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Headteacher: Mrs J Narraway

13<sup>th</sup> March 2020

Dear Parent/carer,

As you are all acutely aware, the spread of the Coronavirus is at the forefront of everyone's mind and this is a time when we must review our procedures to ensure the safety of our children and families.

We will continue to receive and act upon the daily updates from the Local Authority but would like to inform you of the measures we have taken at Newchurch.

If you or your child do become unwell, please call 111 and strictly follow the guidance given to you. Please inform the school of the advice given to you. With this in mind, we would like to make you aware of some changes to the absence procedures as of Monday 16<sup>th</sup> March. Please can we ask that if your child is sick, that you ring the school office on 01925 763427. In order for us to safeguard our children and families in the current climate, you will be asked a series of questions regarding the reasons for the absence. If you fail to contact the school, a member of the staff will ring you after registration closes. If they are unable to reach you, they will leave a message and continue to ring frequently until they have the information needed. Please keep in contact with the school by ringing the school office.

We would also ask that you ensure your child has their own personal water bottle as we will be asking the children to refrain from using the water fountains. Don't worry if your child forgets to bring a bottle, we will have some disposable cups for them to use to ensure they are kept hydrated but for environmental reasons, a water bottle would be better.

We have a number of school trips planned in the next two weeks. As previously communicated to you, guidance from the Public Health England team is that we do not need to cancel these. However, as we have done for The Brindley next week, we have contacted the organisers of the events, or the place we are visiting, and asked them to provide us with a relevant risk assessment detailing the preventative measures they have taken. We will make a judgement on a case by case basis, ensuring we are satisfied with the measures they are taking.

To avoid unnecessary gatherings we have decided to postpone the Thankyou Service planned for Friday 20<sup>th</sup> March.



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As a school we do not authorise holidays in school term time but if you do request a period of absence then please can you ensure to use the holiday request form obtainable from the school office and our school website under the 'Useful Information' tab. This has been amended to include details of any destinations so we can advise people if they need to isolate themselves. If you are taking a holiday abroad in the Easter holidays, please could you inform the school office via [newchurch\\_primary@warrington.gov.uk](mailto:newchurch_primary@warrington.gov.uk) prior to the end of half term.

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection.

Unless your child has tested positive for the coronavirus (and hasn't been exposed to anyone with the virus), they should attend school as usual (unless they are too unwell due to an unrelated illness), as per the current government advice.

If you think your child may have been exposed to or has coronavirus, please contact the school on 01925 763427 at the earliest opportunity.

We would like to reiterate that these are only preventative measures, in place to anticipate any occurrences of coronavirus within the school. We are sure you understand the need for this level of vigilance.

Thank you in anticipation of your continued and valued support.

With kindest regards,



Mrs J Narraway

Head Teacher



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