



Sedbergh Drive, Kendal, Cumbria, LA9 6BE
Telephone (01539) 790440
email: admin@castle-park.cumbria.sch.uk
website: www.castleparkschool.org.uk
Headteacher – Mrs H.F. Richardson
Deputy Headteacher – Mr N. Stoker

17th March 2020

Dear Parents and Carers,

COVID-19 (Coronavirus)

Following the government guidance yesterday, I would like to inform you of the measures school is taking to try and delay transmission of Coronavirus. I do not wish to cause alarm, but it is important that we reduce the risk of transmission of the virus as much as possible, whilst still continuing to educate the children as normal.

The following measures are being introduced by the school from today:

- All meetings for parents will be cancelled (maths meeting for EY parents, UKS2 SATs meeting, meeting for new nursery parents, parent consultations, class assemblies etc.)
- New temporary arrangements for dropping off children each morning will be introduced from tomorrow morning. Children in KS1, LKS2 and UKS2 will be collected by the class teachers in the child's playground each morning at 8.50a.m. Children are used to this procedure as they line up at the end of lunchtime in their playground every day.
- Parents are requested not to enter the school buildings, except through the school office entrance, where hand sanitiser will be available. Teachers will be able to talk to parents in the playground just the same as they would in the classroom, if you have any important messages to pass on.
- EY children will enter school through their normal door but we ask that parents say goodbye to their child before they enter school and EY staff will be in the cloakroom to help the children with their coat, bag etc.
- Arrangements for the end of the school day will remain unchanged.
- If your child stays for a club after school, the adult in charge of the club will hand over the children at the door and parents are requested not to enter the school building.
- Pupils and staff will be washing their hands frequently during the school day and this should continue at home too.
- Objects and surfaces that are regularly touched in school will be frequently cleaned and disinfected.
- If anyone becomes unwell with a new continuous cough or high temperature whilst at home, the family should self-isolate according to Public Health England advice. Please keep school informed if you are self-isolating at home.
- If your child becomes unwell at school, you will be contacted to come and collect your child.
- If you require clinical advice, this can be accessed online on <https://111.nhs.uk> or call 111 if you do not have internet access.

As you will already know, schools will probably close at some point in the future. I want to reassure you that we will make every effort to ensure your child can continue to learn at home. Staff are preparing packs of work for each child in the event of closure and school is preparing online materials if the closure continues for an extended period. **Please note that we are not confirming that the school will close yet – we want to reassure you that if this were to happen, we are fully prepared to take action.**

I would like to thank you for your continued support, and I hope this letter brings you some reassurance.

Yours sincerely,

Mrs H F Richardson

Headteacher

