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9th March 2020

Dear Parents and Carers

Re: School Plans around Covid-19 (Coronavirus)

You will be aware that the government is rapidly updating guidance around how to manage Covid-19 (Coronavirus). Here at Greenford, we continue to operate normally and do not anticipate any problems unless circumstances significantly alter.

I would like to reassure you that there are not any cases of Coronavirus in school at present. Should we become aware of anyone in the school who has tested positive for the virus, I will seek advice from Public Health England immediately about the next steps that need to be taken. In this instance, I would of course, communicate with parents and carers immediately.

In the unlikely event of significant staff absence, we may be forced to partially close the school, in the same way that we would in any other extreme event such as poor weather, heating failure, water shortages etc. In this event, we would limit closure to as few blocks and year groups as possible and always prioritise keeping Year 11 and Year 13 in school. We could also operate a shortened day to minimise the impact of staff absence on students. In the worst case scenario, we may need to fully close the school, but I must emphasise that, currently, both of these situations are unlikely.

If we did need to partially or fully close, the school would refer your child to home, web-based learning that he or she can undertake independently.

We would ask that you refer to our website and twitter feed and also read any text messages that we send you in order to keep informed of any adjustments that we may have to make over the coming weeks. Any announcements that we need to make regarding school closure would be made on the school website and on twitter.

For students undertaking examinations in the Summer, our advice is to continue to prepare as normal, as **all public examinations are expected to run in the usual way.**

Please may I reiterate that any school closure, either partial or full, is not something we anticipate happening at present. However, as I am sure you understand, it is my duty to inform you of our plans should such an emergency arise.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'M Pye'.

Mrs M Pye

Headteacher