



Kirkby High School

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20th March 2020

Dear Parent/Carer,

I hope this letter finds you and your families well. As we are all aware, the government has asked parents to keep their children at home, wherever possible, in order to further limit the spread of coronavirus. They have asked schools to stay open only for those children who absolutely need to attend because they 'cannot be safely cared for at home'. For this reason, you have arranged for your child to attend Kirkby High School each day during this crisis. It is important that I communicate clearly with you how school will function at this time, whilst it is closed to the majority.

Overview of Provision

- School hours will continue as normal – 8.45am until 3pm
- Food will be available each day
- Students will experience some fresh air and exercise at lunch time
- A skeleton staff team will be onsite each day, including one senior leader
- Students will be supervised at all times
- Students will complete the same work as their peers who are at home which will be set daily on Classcharts by staff
- Subject specific teachers will not be available to students
- Students must attend in full school uniform and restrictions around uniform e.g. no makeup, no trainers still apply
- Students will be expected to follow the Kirkby Code
- The 'normal' school behaviour system will be in place
- Should your child become ill during the school day, we will alert you immediately

Attendance/Safeguarding

We have created a new student register which lists all children who are due to attend school during the period of closure. Each morning a register will be taken. If your child is not going to attend, it is crucial that you phone school and report the absence. If a student has not turned up and we have not received a message, contact with home will be made. If there is no answer, our normal safeguarding response will be put in place.

Social Distancing

Government guidelines on social distancing state that '[children] should observe the same social distancing principles as adults' one of which is to avoid 'gatherings in small public places'. We have a moral duty to protect your child whilst they are in our care. Therefore we are working hard to ensure that we can seat children at least two meters apart as suggested by the government in their recent guidance updated on the 20th March 2020.

<https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults>

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Awarded December 2018

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Obviously all plans are subject to review dependent on availability of staff to whom I have a duty of care.

Thank you for your understanding at this time. I will work hard to try to continue to keep school open for those of you who need it and will communicate with you on a regular basis.

The steps above will help reduce the transmission of coronavirus and if you have any concerns or worries please contact me or the senior leadership team at school by email on admin@kirkbyhighschool.net

Thank you to all the frontline workers who are contributing to our community and wider society in these testing times. To the parents/carers of our vulnerable students, please know that we are always here to help.

Finally, should your child or a member of your family begin to display symptoms as described by government guidelines please continue to follow NHS advice which can be found here: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Thank you for your continued support; as always, it is greatly appreciated. We are all worried and concerned about our loved ones and need to look after each other.

Yours faithfully

A handwritten signature in black ink, appearing to read 'R Conefrey', written in a cursive style.

Mrs R Conefrey
Headteacher