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19th March 2020

Dear Parents/Carers,

Following the announcements from the Government last night, I can confirm that Levendale has been directed to close to the majority of pupils from Friday 20th March for an indefinite period. This is due to the protocols put into place by our Government to help address the spread of COVID-19.

Levendale will be open from Monday 23rd March at 8:45am until 3:15pm, **only for those children of key workers (defined in the list which we were expecting to receive from the Government today) or children who have an Education Health Care Plan.** However, whilst we have been asked to ensure provision for these children, there is no obligation on parents to take this offer up where alternative childcare has already been sourced or is more convenient from a parent's perspective.

Children whose parents are in the 'key worker' category, but are currently self-isolating due to personal symptoms or the symptoms of someone in the household, must not attend school until the appropriate isolation period is completed.

In line with the Government's instruction, no other children will be admitted to school from Monday onwards: we would respectfully request your complete cooperation with that instruction and not send your children to school if your occupation is not included in the definition of 'key workers'. I had hoped to include a list of these 'key workers' with this letter, but we are still awaiting guidance from Government, which may now not be available until tomorrow. Gavin Williamson, the Secretary of State for Education, has previously stated that the list would include NHS workers, school staff and delivery drivers but there has been no official confirmation at the time of writing.

My staff will work on a rota basis in school to ensure adequate supervision of these children during the school day, which will run from 8:45am until 3:15pm. The Government's advice to schools is that such provision is centred more around childcare than education. For these children, school is operating as closely to normal as possible under the circumstances and therefore school uniform should be worn. I must point out that we will be open as long as we have sufficient staff to be able to operate safely: should staff fall ill or have to self-isolate due to illness within their families, we would have to review our decision to remain open and notify parents accordingly.

At present, the position around catering during the period of closure is not clear and therefore we would ask that all children who attend school on Monday bring an appropriate packed lunch in line with our current guidance i.e. no fizzy drinks, no glass bottles or containers etc.



As a Trust, we had planned for contingency education for Y6, Y11 and Y13 predominantly: teachers in other year groups have completed learning 'grids' containing activities that the children can be doing at home. These will be sent home tomorrow with children who are in school – for all other children who are not in school tomorrow, these will be sent electronically to the registered e-mail address we have on file for parents. Parents of children in classes where additional paper-based resources are available and who are not in school tomorrow can collect packs from school on Monday morning, **providing the parent is not self-isolating and is fit and healthy.**

The work sent home was initially designed as something that could be done during a period of closure of around two weeks: we are currently unsure as to when we might return to normal operation and therefore each class teacher will be responsible for ensuring additional work is made available on a weekly basis for the duration of the closure. This will be made available on our website (link to be announced as soon as possible) and links will be shared as appropriate on Facebook and our school smartphone app.

I have spoken with Vicki Keegan, the Director of the Levensdale Children's Centre, to ascertain whether she will be able to operate her before- and after-school provision during this period of closure (again, only to be attended by children whose parents fall into the 'key worker' category) to offer some wrap-around care (at a cost) to parents. I will let you know once a decision has been made one way or another.

We have tried hard to maintain as much normality in school as possible during this very difficult period and I am sure you can appreciate that this situation is unprecedented. Tomorrow will be a normal day in school: we will **not** be having a non-uniform day and my staff have been asked to ensure that the children are as reassured and worry-free as possible under the circumstances.

I am hoping to see you all again as soon as is possible: this situation is fast-moving and things have escalated beyond all reasonable expectation during this last week, so no guarantees can be made at this point. Look after yourselves and your families.

Yours sincerely,

A handwritten signature in cursive script that reads "R. Beadnall". The signature is written in black ink and is positioned above a thin horizontal line.

Dr. R. Beadnall
Headteacher