



Waddesdon C of E School | Coronavirus Newsletter – 16/03/2020

As you're probably aware, the government's guidance on the coronavirus has changed from the 'contain' phase to one of delaying the spread of the virus. In this newsletter we are letting you know what we're doing in light of this, and how you can also help make sure our school community keeps safe and calm.

We'd like to reassure you that at Waddesdon School we're taking all of the necessary steps to protect our community and are continuing to follow official guidance from the government and Buckinghamshire County Council.

What's the current situation?

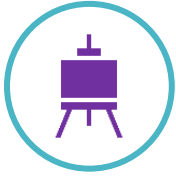
- The **school remains open** – this is the current official guidance we've been given
- All school functions continue to run as normal
- Pupils should attend unless they feel unwell – if your child has any of the following symptoms they **should remain at home for 7 days**:
 - a new, continuous cough and/or
 - a temperature

If your child is unwell, report this as you would normally by phone or emailing medical@waddesdonschool.com.

In an effort to provide as clear information as possible, we will provide our updates in this newsletter format from now on. I hope that this will enable you to find the sections which are of most use to you. Please know that we currently have no confirmed cases at school.

Mr Abbott





What will happen to Teaching & Learning in the event of the school closing?

In the event of a school closure, we will inform parents as soon as possible, via Schoolgateway and the school website. If a decision is made to close the school during the school day, parents will be contacted immediately; we will supervise children at school if parents are not able to travel home before the end of the normal school day.

During a school closure children are expected to follow their normal school timetabled lessons on a daily basis. They should log into Show My Homework and the lessons will be available, having been set the previous day by teachers. We have asked teachers to prepare lessons that will last approximately 30 minutes, meaning children will be set at least 2.5-3 hours of learning per day. In preparation, we ask you to consider in advance where, when and how your child will complete the work. The guidelines below should be of help:

- **Where:** children will need access to an organised workspace. This could be in their bedroom, although we would advise that a communal space (dining table, for example) is used, so that you can monitor and where necessary help your child with their work, and help them stay motivated.
- **When:** broadly speaking, we would advise that children mirror their school timetable, aiming to complete work between 9am and 3pm. We have asked staff to produce 30 minute lessons so that children can space their learning out and take regular breaks.
- **How:** children should log onto SMHW and where possible should complete their work electronically (on a tablet or a computer). If this is not possible, children should write their work up and then photograph it for submission.

Information about SHMW

If you, as the parent, do not have access to SHMW, please can we ask that you email the front office (for the attention of Duncan Purchase) requesting your sign-in details as soon as possible this week, so that you are able to monitor the work completed and provide support.

If your child does not have access to their SMHW account, we will be asking them to address this at school over the course of the coming week. Account access is critical for submission of work.

Your child will be able to see the work available day to day. Teachers are able to check that children have logged into and viewed the work set. However we encourage parents to take responsibility for checking and helping ensure work is completed on a daily basis.

Submission of work

Work will be set for 'online' submission, meaning once work is complete it can be uploaded to SMHW by your child. The following link shows how to submit completed work:

<https://help.teamsatchel.com/en/articles/2912000-submitting-my-work-online>

At the end of each day, spend time with your child going through their work and ensuring all work is submitted and that all lessons have been accessed.

If you have any difficulties with a piece of work, please encourage your child to message their teacher via the SMHW website or App, as follows:

<https://help.teamsatchel.com/en/articles/2911863-leaving-comments-for-your-teachers>

Action you can take as a Parent or Carer

1. If you've recently changed your contact details, please inform the school office **as soon as possible** via parentcontact@waddesdonschool.com
2. Talk to your children about the coronavirus. It's a scary time and we should make sure children feel supported. [BBC Newsround](#) has regular updates for younger children and [YoungMinds](#) has practical steps older children can take to help with anxiety
3. Come and collect your child straight away, if we ask you to (we'll contact you if they become ill with either a temperature or a new, continuous cough)
4. Check that your child has access to Show My Homework (SMHW) from home, and let us know if there are any issues (so we can make sure we're well prepared for remote learning if the school does need to close at some point)

What's happening with regard to school visits?

The government [currently advises against all visits overseas](#) with children under 18 '[until further notice](#)'.

This is because it may be hard for us to ensure student well-being if anyone needs to self-isolate. The government hasn't specified how far in advance we should be looking when we're thinking about cancelling. However, realistically this means cancelling any visits planned for the rest of this term, and likely the summer term too – unless government advice changes. We have already cancelled both the languages visit to Boulogne and the food and nutrition visit to Sorrento. We will be reviewing the ongoing situation with regard to summer visits currently planned to both Berlin in June and Paris in July.

The government isn't currently advising against residential and non-residential trips in the UK with children under 18, so again we will keep you informed as the situation evolves. We are working closely with our travel partners and insurers to ensure we incur minimal financial loss for both parents and the school.



Waddesdon School Information

Cleaning at school has been increased. From this week we are sanitising door handles after assembly and lunch. In addition to this as many doorways as possible will be left open to avoid handle use. Toilet areas will be sanitised after lunch & break. Keyboards and mice are also being sanitised regularly.

Restaurant hand sanitisers are available at all food service points within the restaurant. We will be identifying children by name for the foreseeable future at restaurant till points to prevent cross contamination via thumb print use.

Assemblies have been reviewed and it is highly likely that we will be suspending assemblies shortly. We have weighed this decision against the advantage of being able to communicate to the student body clearly and without fear of misrepresentation or misunderstanding. Tomorrow we will be briefing all the students about how we will continue teaching and giving feedback in the event of a school closure.

The advice to hand wash still appears to be the most important way of preventing the spread of the virus. However, please know that we have the question of assemblies under review and will follow the advice and guidance that we receive.

Number of cases UK & Locally

As of 9am on 16 March 2020, 44,105 people have been tested in the UK, of whom 42,562 were confirmed negative and 1,543 were confirmed as positive. 35 patients who tested positive for COVID-19 have died.

By county (As of 9am on 15 March 2020)

In the Local Authority of **Buckinghamshire**, there are a total of **15** confirmed cases.

In the Local Authority of **Oxfordshire**, there are a total of **24** confirmed cases.

We have no confirmed cases at School

Department of Education Update (12/03/20)

Information about the virus

A coronavirus is a type of virus. As a group, coronaviruses are common across the world. COVID-19 is a new strain of coronavirus first identified in Wuhan City, China in January 2020.

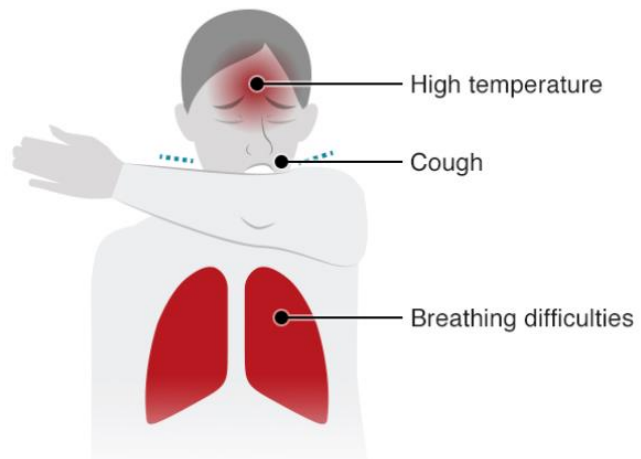
The incubation period of COVID-19 is between 2 and 14 days. This means that if a person remains well 14 days after contact with someone with confirmed coronavirus, it is unlikely that they have been infected.

The following symptoms may develop in the 14 days after exposure to someone who has COVID-19 infection:

- cough
- difficulty in breathing
- fever

Generally, these infections can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease. There is no evidence that children are more affected than other age groups – very few cases have been reported in children.

Coronavirus: Key symptoms



How COVID-19 is spread

From what we know about other coronaviruses, spread of COVID-19 is most likely to happen when there is close contact (within 2 metres) with an infected person. It is likely that the risk increases the longer someone has close contact with an infected person.

Droplets produced when an infected person coughs or sneezes (termed respiratory secretions) containing the virus are most likely to be the most important means of transmission.

There are 2 routes by which people could become infected:

- secretions can be directly transferred into the mouths, noses or eyes of people who are nearby (within 2 metres) or could be inhaled into the lungs
 - it is also possible that someone may become infected by touching a surface or object that has been contaminated with respiratory secretions and then touching their own mouth, nose, or eyes (such as touching a door knob or shaking hands then touching own face).
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There is currently no good evidence that people who do not have symptoms are infectious to others.

Preventing spread of infection

There is currently no vaccine to prevent COVID-19. The best way to prevent infection is to avoid being exposed to the virus.

- here are general principles anyone can follow to help prevent the spread of respiratory viruses, including:



- washing your hands often - with soap and water, or use alcohol sanitiser if handwashing facilities are not available. This is particularly important after taking public transport

- covering your cough or sneeze with a tissue, then throwing the tissue in a bin. See [Catch it, Bin it, Kill it](#)



- people who feel unwell should stay at home and should not attend work or any education or childcare setting
- pupils, students, staff and visitors should wash their hands:
 - before leaving home
 - on arrival at school
 - after using the toilet
 - after breaks and sporting activities
 - before food preparation
 - before eating any food, including snacks
 - before leaving school

- use an alcohol-based hand sanitiser that contains at least 60% alcohol if soap and water are not available
- avoid touching your eyes, nose, and mouth with unwashed hands
- avoid close contact with people who are unwell
- clean and disinfect frequently touched objects and surfaces
- if you are worried about your symptoms or those of a child or colleague, please call NHS 111. Do not go directly to your GP or other healthcare environment
- see further information on the [Public Health England Blog](#) and the [NHS UK website](#).

Face masks for the general public, pupils or students, or staff are not recommended to protect from infection, as there is no evidence of benefit from their use outside healthcare environments.

What to do if you have symptoms

Stay at home for 7 days if you have either:

- a high temperature
- a new continuous cough

This will help to protect others in your community while you are infectious. Do not go to a GP surgery, pharmacy or hospital. You do not need to contact NHS 111 to tell them you're staying at home. The NHS will not be testing people who are self-isolating with mild symptoms.

[COVID-19: stay at home guidance](#)

Risk level

The risk to the UK has been raised to high.

What we will do if a student becomes unwell and believes they have been exposed to COVID-19

We will call NHS 111, or 999 in an emergency (if they are seriously ill or injured or their life is at risk). We will do this on their behalf if this is easier. People who become unwell should be advised not to go to their GP, pharmacy, urgent care centre or a hospital.

Whilst we wait for advice from NHS 111 or an ambulance to arrive, we have identified an area within the school which is safe for the unwell person to sit which is at least 2 metres away from other people, where they can be isolated behind a shut door. We will open a window for ventilation. We will advise them to avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in the bin. The room will need to be cleaned once they leave.

If they need to go to the bathroom whilst waiting for medical assistance, we have identified a separate bathroom for use.

Make sure that students know to tell a member of staff if they feel unwell.

What we need to do if a case of COVID-19 (pupil, student or staff) is suspected in our School setting

If anyone has been in contact with a suspected case in school, no restrictions or special control measures are required while laboratory test results for COVID-19 are awaited. There is no need to close the school or send other students or staff home. As a precautionary measure, the NHS are currently testing a very large number of people, the vast majority of whom test negative. Therefore, until the outcome of test results is known there is no action that staff members need to take apart from cleaning specific areas and disposing of waste.

Once the results arrive, those who test negative for COVID-19 will be advised individually about returning to education.

What we need to do if a case of COVID-19 (pupil, student or staff) is confirmed in our school

The school will be contacted by the local Public Health England Health Protection Team to discuss the case, identify people who have been in contact with them and advise on any actions or precautions that should be taken. An assessment of the school will be undertaken by the Health Protection Team with relevant staff. Advice on the management of students and staff will be based on this assessment.

The Health Protection Team will also be in contact with the patient directly to advise on isolation and identifying other contacts, and will be in touch with any contacts of the patient to provide them with appropriate advice. Advice on cleaning of communal areas such as classrooms, changing rooms and toilets will be given by the Health Protection Team.

If there is a confirmed case, a risk assessment will be undertaken by the school with advice from the local Health Protection Team. In most cases, closure of the school will be unnecessary but this will be a local decision based on various factors such as establishment size and pupil mixing.

Further information

[Coronavirus \(COVID-19\): UK government response](#)

[Travel advice: coronavirus \(COVID-19\)](#)

OFQUAL Exam Guidance to Schools on the Coronavirus

We are working closely with awarding organisations and the Department for Education to consider how to manage any particular risks to the smooth running of exams and assessments should there be a widespread outbreak of coronavirus.

We will update our existing guidance to reflect any specific arrangements schools should put in place if required. In the meantime, students, and schools should continue to prepare for the summer exams and assessments as usual.

Widespread national disruption to exams

In the event of widespread sustained national disruption, the government departments will communicate with regulators, awarding organisations and centres prior to a public announcement. Regulators will provide advice to government departments on implications for exam timetables.

<https://www.gov.uk/government/news/our-statement-on-coronavirus>

If you have any questions

Please consult the:

- School office, if you have any questions about our response to this issue
- [NHS](#), if you want to know more about the symptoms of coronavirus. If you think you or your child may have the symptoms, use [NHS 111 online](#) if at all possible before calling 111
- Department for Education's coronavirus helpline: 0800 046 8687, if you have any questions about the government's response to coronavirus in relation to schools
- Government's [travel advice](#), if you want to know whether any upcoming trip or holiday you're taking abroad should go ahead



It's a tricky time and we know you're worried about the impact this might have on our community. It's important we keep each other safe and talk about these events to help with any anxiety.

Thank you for your continued support.

Website:
www.waddesdonschool.com



Contact:
01296 651382



Email:
Parentcontact@waddesdonschool.com
office@waddesdonschool.com
medical@waddesdonschool.com

