



Shipley C E Primary School
School Lane, Shipley,
Horsham, West Sussex, RH13 8PL

Friendship, Faith, Future



DIOCESE OF CHICHESTER
Bishop's Commendation
2014

Headteacher:
Mrs Jen Harvey BEd(Hons) NPQH

Tel: 01403 741298
Email office@shipley.w-sussex.sch.uk
Website www.shipleyceprimary.com

13th March 2020

Dear Parents and Carers,

There has been a great deal of up to date official guidance from Public health England about the Coronavirus (Covid 19). I am writing to you to let you know what is happening at Shipley to try to keep our children and families safe. Children have become very knowledgeable about hygiene and handwashing and we are encouraging the 20 second thorough handwash throughout the day. Gel dispensers are available but the guidance is clear that soap and water are more effective. Posters are in place at handwashing points.

Additional actions

- Antibacterial gel for staff, parents and visitors at the point of entry
- An amended cleaning regime agreed with our contractor that includes high use 'touch points' like door handles and taps
- Consideration for any school visits and planned events. These will be reviewed as they arise.
- Contingency plans/preparation of resources for children to continue learning at home in the event of a school closure.

Key messages

- if you have symptoms of coronavirus infection (COVID-19), however mild, stay at home and do not leave your house for 7 days from when your symptoms started.
- this action will help protect others in your community whilst you are infectious.
- wash your hands regularly for 20 seconds, each time using soap and water.
- stay away from vulnerable individuals - the elderly and those with underlying health conditions as much as possible.
- If your symptoms worsen during home isolation or are no better after 7 days contact [NHS 111 online](https://www.nhs.uk).

NHS Guidance 12th March 2020 - Stay at home if you have coronavirus symptoms

Children and adults to stay at home for 7 days if they have either:

- a high temperature
- a new, continuous cough

In the meantime we are fully staffed and continue to operate as normal. If we do have any information about the Coronavirus that relates specifically to our school community, parents will be notified. If you are aware that your child has come into contact with a person who has been confirmed as having Coronavirus, please let us know immediately so we can assess the situation and work with yourselves and Public Health England on any necessary steps to take.

Yours sincerely,

Mrs Jen Harvey
Headteacher

