

## Aspire | Commit | Succeed

17 March 2020

Dear Parents/Carers,

The government's guidance on the COVID-19 (Coronavirus) was updated on 16 March 2020.

We're getting in touch to let you know what we're doing in light of this, and what we expect from all of you, to help make sure our school community keeps safe and calm.

We'd like to reassure you that at Alperton Community School we are taking all of the necessary steps to protect our community and are continuing to follow official guidance from the Department for Education and Public Health England. At this point in time, no students or members of staff have tested positive for COVID-19.

### What's the current situation?

- The **school remains open** – this is the current official guidance we've been given.
- Essential school functions continue to run as normal including breakfast club. However, all sporting fixtures have been cancelled.
- All school trips have been cancelled.
- Pupils should attend unless they feel unwell. If you or any member of your household has any of the following symptoms, **all members of the household must remain at home for 14 days**: a new, continuous cough and/or a high temperature (fever).
- If your child is unwell, report this as you would normally by calling **020 8902 2038 (select option 4)** or by email: [attendance@alperton.brent.sch.uk](mailto:attendance@alperton.brent.sch.uk).
- All internal examinations will run as normal, however, we are waiting on guidance from JCQ and the exam boards regarding summer GCSE and A Level examinations. The last official date for examinations is Wednesday 24 June 2020. All students must be available up until this point. However, we strongly advise parents to consider summer bookings beyond this date in case the examinations are rescheduled to take place later in the year.

### What we're doing to protect and support pupils and staff

- If a student feels unwell while in school we will follow our normal procedures. Public Health England have advised us about the safety procedures to use if a child is showing symptoms of Coronavirus infection.
- We have employed two cleaners to work throughout the day on both sites. Their job is to disinfect surfaces which are frequently touched e.g. door handles, staircase rails etc.
- Hand sanitisers are available in all student toilets and in both reception areas.
- Students have been informed about the importance of using a tissue for sneezing and washing their hands regularly. All the student toilets have posters reminding students of these messages.

### What we need you to do

- If you've recently changed your contact details, please inform the school office **as soon as possible** by calling your child's pastoral manager ([click here for contact details](#)).
- Talk to your children about the coronavirus. Some children may find this frightening; 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.
- 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).

- Check that your child has access to Google Classroom 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 happens if the school has to close?

We will only close if we're either officially advised to do so or we don't have enough staff to run the school safely.

In either case, we will:

- Alert parents by text, through the MyEd app, and by email. The information will also be available on the home page of the school website. We will use text, MyEd and email to inform parents when the school will be reopened.
- It is unlikely that the telephones will be operational during a shut-down. Please communicate with the school by email either directly to your pastoral manager or through the school office at the following address: [office@alperton.brent.sch.uk](mailto:office@alperton.brent.sch.uk).
- Our current plan is for students to continue working at home by logging into virtual lessons online using Google Classrooms. We anticipate that all lessons will go ahead online as normal following the usual school timetable. Homework will be set as normal on Show My Homework.
- Please keep in mind that we're only sending out this information to help the school community prepare. There are currently no plans to close.

### 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.

We are fully aware that this is a difficult time when many staff, parents and children are worried about the impact this might have on our community. The most important thing we can do is help each other keep safe and talk about these events to help with any anxiety.

Please make sure you keep visiting the school website to keep yourself up to date with any news and changes to the current situation.

Thank you for your continued support.

Yours sincerely



**Gerard McKenna**  
Head Teacher