



**OUR LADY CATHOLIC PRIMARY SCHOOL**  
The Diocese of Westminster Academy Trust A Catholic Academy  
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Head Teacher: Ciara Nicholson NPQH

12<sup>th</sup> March 2020

Dear Parents,

Further to the national concern surrounding Coronavirus outbreak, I am writing to update you in relation to the provision at school level to ensure all staff and students are kept safe. In addition, whilst we do hope that more serious measures are not required, it is pertinent to share at this stage what we would do in the event of any potential full or partial school closure or a significant outbreak of cases within our school community.

As you are aware, students, staff and visitors have been encouraged to wash their hands regularly and the school has fortunately been able to operate as normal. This is being continually reinforced during lesson time and assemblies. In line with Diocesan advice we will not offer the sign of peace by shaking hands at mass in school but rather nod to acknowledge those next to us.

In response to the request not to hold large gatherings, we will **not** be holding an Easter production (Yrs 3, 4 and 5) on 1<sup>st</sup> April. Please consider this event cancelled.

In relation to events/trips which are imminent, Hudnall Park for Year 4 and sporting events at other schools, we will follow all advice immediately prior to the event taking place and update you accordingly. Parents are encouraged to read school emails regularly and check our website and social media platforms (Twitter) for regular updates.

Should the situation in the UK escalate, some common questions, and answers, are outlined below:

**What if a period of self-isolation is required for my child?**

Parents of students who need to self-isolate, following Public Health England's advice, should inform the school as soon as possible by emailing [admin@ourladys.herts.sch.uk](mailto:admin@ourladys.herts.sch.uk). This information will be treated with the strictest of confidence. Currently we do not have any members of staff in self isolation.

**Contingency Planning – Remote Education**

As the UK prepares to move into the 'Delay' phase of the national action plan, Our Lady School has been developing its preparations for maintaining a reasonable level of educational continuity for students should Public Health England or the Government decide that the school has to close for a period of time. The school would only be closed on the direction of Public Health England and following their advice. If the school were to close, we would aim to send activities appropriate to home learning via a weekly email from each class teacher.

**What if my child is preparing for public exams?**

With regard to public exams, neither the Standards and Testing Agency nor the Department for Education have issued any instructions regarding possible disruption to the summer testing for Yrs 1, 2 and 6 at the time of writing.

Finally, I would like to thank all members of our community for their understanding during this period of uncertainty. Headteachers in Hertfordshire are due to receive a further update on the Coronavirus situation on 18<sup>th</sup> March and I will update again following that communication.

Thank you for your ongoing support.

Kind regards,  
Ciara Nicholson  
Headteacher

