



# Kingswinford Academy

A part of Windsor Academy Trust

Headteacher: Mr T Macdonald, BA Hons, MA

Our Ref: TM/pg

Letters for TM/COVID-19 update

Monday 16<sup>th</sup> March 2020

Dear Parents/Carers,

## Coronavirus (COVID-19) Update

We are aware that there is much parental concern at this time around COVID-19 and its impact on school and the community as a whole. Whilst we appreciate that each family will have their own viewpoint on what is best for them and their individual families, as a school we are very much operating a “business as usual” approach. The Prime Minister was clear in his public announcement yesterday that all schools should remain ‘open’ at the moment.

I would like to encourage all parents/carers to ensure that they act upon the government’s advice, please take the necessary steps to protect your child and safeguard the school community by self-isolating your child for 7 days if they have a new continuous cough and/or high temperature. It is important that you notify the school if your child will be absent due to suspected or a confirmed case of COVID-19.

I can assure you that the school will continue to closely monitor and take up to date advice from public bodies, including the Department for Education, Public Health England and Foreign and Commonwealth Office, keeping up with the latest advice in order to keep everything as “normal” as it can be.

In school, we are reiterating the need for good hand and tissue hygiene and we are being extremely vigilant in our cleaning processes. From now on, we will discontinue the practice of handshaking so please forgive us if we just smile and say hello/goodbye instead!

The monitoring, on a daily and case by case basis, of education visits, trips and activities off-site will continue and we will of course let you know as and when decisions are made regarding these, please refer to the ‘Frequently Asked Questions’ regarding education visits on the school website. (In light of the government announcement advice Thursday night about overseas school trips we are reviewing this with the tour operators and insurers.) Please accept our apologies in advance if these decisions cause any inconvenience to you and your families, but you will appreciate that this is not something that we have overall control over.

We have been working on contingency planning, in the event of a school closure, to ensure the continuity of education at home, as far as is possible should advice change and details of this will be circulated.

Please may I take this opportunity to remind all parents that should you have any concerns regarding COVID-19, during this fast-changing situation, please could I ask you to refer to the school website in the first instance. Should you wish to contact the school in relation to your concern, it would be helpful if you could communicate through the [info@kingswinford.windsoracademytrust.org.uk](mailto:info@kingswinford.windsoracademytrust.org.uk) if you have a non-emergency query. The school phone line should be used if the matter is high priority and is urgent.

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DY6 7AD

Tel: 01384 296596

Email:  
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Twitter: @kfordacademy

Company registration no: 07523436  
Place of registration: England



Thank you for your kind understanding and continued patience during this time.

Yours faithfully

**T Macdonald**  
**Headteacher**