



Orchard Primary and Nursery School

Head Teacher Mrs J Chambers

Chapel Street Kirkby-in-Ashfield Nottingham NG17 8JY

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Monday 16th March 2020

Dear Parents/ Carers,

PLEASE READ CAREFULLY AS THIS CONTAINS NEW INFORMATION

I write to you as we enter unprecedented times in the country and feel it is important that we keep you up to date as much as possible during these challenging times to our community. At the moment, the guidance informs us that schools should stay open and we will do our best to support this central government directive as long as is feasible. The priority for us is to keep your children, the school staff and you safe.

Coronavirus (COVID-19) Update

As the Coronavirus situation develops, we are constantly considering and amending our routines in order to do our best to delay the spread of the virus. Below are a number of measures we are taking.

The School Day

- The school gate will be open from 8.30am, we ask that all children go straight to class where a teacher will be waiting. We request that all parent's drop-off their children at the outside door and leave the premises when they have dropped their children off.
- Where a pupil cannot attend school due to illness, self-isolation, family isolation or Coronavirus related anxiety, the pupil will be recorded as absent in the attendance register and the school will authorise the absence.
- School's attendance monitoring and attendance reward systems will be suspended.
- Breaktimes will be staggered to allow Reception, Key Stage 1, Years 3/4 and Years 5/6 to have playtime in smaller numbers.
- Tuck shop is cancelled until further notice
- Foundation One timings will be unaffected.
- The end of the school day KS2 children will be dismissed on a class-by-class basis at 3.15 – please bear with us if the older children are dismissed slightly after 3.15pm.
- The MUGA and adventure playground is **not to be used** before or after school.

- Y6 Boosting classes are cancelled for the rest of this week and until further notice.
- **All** after school clubs including gymnastics and Knee-High Ninjas are cancelled.
- **All** sporting competitions have been postponed for the rest of this week and until further notice.
- **All** children must bring a named refillable water bottle to use throughout the day.





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School Events

In addition to the above the following is a list of events that will not be happening over the next 3 weeks. They will however just be postponed and we aim to put them back in the Orchard Diary when we are more certain what is happening with the Coronavirus and decisions the government may make in coming weeks. We are really disappointed to do this as these events are so important to us. However protecting our families at this time is of greatest importance.

- **Friday celebration Assemblies**
- **Mother's Day Coffee Morning - Friday 20th March**
- **Girl's football matches – Tuesday 17th March/ Friday 20th March**
- **KS2 Boccia – Wednesday 18th March**
- **Y6 Basketball – Wednesday 18th March**
- **Y5/6 Basketball – Thursday 19th March**

- **All performances of the Y3/4 production – Pied Piper**
- **Nursery visit to 5 Gables – Wednesday 1st April.**

I know that some of these actions may be disappointing or frustrating but I trust that you will understand our very difficult position and support us in implementing these measures.

Symptoms

As a reminder the government guidance says that you should stay at home for 7 days if you have:

- a temperature, and/or
- a new, continuous cough

Please do not send your children to school if they have these symptoms. We will also be looking out for any of these symptoms developing during the day and will contact you for immediate collection should they present. Siblings will be allowed to leave at the same time.

Information for the general public can be found at <https://www.nhs.uk/conditions/coronavirus-covid-19/>
We continue to receive direct daily updates from the Department of Education and will keep you updated as we are informed of any developments.

Thank you for your continued support in what are very uncertain and changing times. Please stay safe and join us in working collaboratively to protect our Orchard children, families and staff.

Mrs. Jane Chambers
Headteacher

Mrs. Alison Tilstone
Deputy Head





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