



LEIGHTON PARK
FOUNDED 1890

17th March 2020

Dear Parents and Guardians

RE: Coronavirus update – 17th March 2020

Here with an important update for all parents. Please find the following important pieces of information:

1. Latest Coronavirus Information
2. Actions taken in School
3. School Trips
4. Easter holidays
5. Access to Online Learning

1. Latest Coronavirus Information

As the situation has evolved, we continue to stay open for our day and boarding community and provide the very best provision that we can under difficult circumstances.

At each stage we are following the Department for Education and Public Health England guidance for educational settings, which is being updated regularly.

The latest public health advice includes:

- The first person to have a fever over 37.8 degrees or a persistent cough stays at home for 7 days
- All other household members stay off for 14 days at this point
- If a household member develops symptoms during the 14 days, they must stay off for 7 days from the start of the symptoms (so if they develop symptoms on day 13/14 they will then do 7 days on top of this)
- If a household member does not feel unwell they can return to their normal routine after 14 days
- If another person in the household does get symptoms during the 14 day period, this does not mean the rest of the household need to start 14 days again, they all carry on as they were, just that person starts 7 days self-isolation

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- If you have coronavirus symptoms:
 - do **not** go to a GP surgery, pharmacy or hospital
 - you do not need to contact 111 to tell them you're staying at home
 - testing for coronavirus is not needed if you're staying at home

Self-isolation guidelines:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Social distancing guidelines:

<https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults>

We appreciate that all families will be facing different circumstances and we are here to support all our students and parents in any way we can.

We ask that you inform us of whether you feel it necessary to keep your child(ren) at home and your reason for doing so, so that we may track and monitor the situation carefully. In line with government announcements we have already taken a number of measures in school as detailed below.

2. Action in School

We have been proactive by taking a number of measures, some of which you may be aware of. Recently we have:

- Cancelled all sporting fixtures and reviewed physical activity on the Park
- Cancelled all events being held at the School involving external people coming onto the Park
- Cancelled/ postponed trips and visits
- Postponed key events such as House Music
- Postponed all Collects and Meeting for Worship
- Restructured the lunch timings to limit interaction between year groups

As the situation develops, we will continue to take action to provide reassurance and ensure the health and safety of those on the Park.

3. School trips

The School has reviewed upcoming trips and has taken the difficult decision to cancel some of these. Further details will be communicated to specific parents in due course but please see a summary below:

- March, ISA U15s Netball Tournament - Cancelled
- March, IRIS Science Trip - Cancelled
- March, Joint Choirs Trip to York - Cancelled
- DofE Gold expeditions just after Easter, Silver Practice Expedition May 8-10, and Bronze Practice May 16-17 - Cancelled

- May, Year 7-10 Netball trip to Cornwall - Cancelled
- June, Year 7 trip to Belgium - Cancelled
- June, Year 8 trip to Wales - Currently going ahead but under review
- June, Year 10 trips to Malaga and Montpellier - Cancelled
- August, Rugby trip - Currently going ahead but under review
- October, Ireland Hockey trip - Currently going ahead but under review.

4. Easter holidays

ALL families, both day and boarding, are asked to think carefully about travel plans during the Easter holiday. The guidance to self-isolate could be extended to all travel, potentially causing your child to miss School.

This is particularly pertinent to students in exam years, with many students scheduled to take exams early in the Summer Term.

As we learn more about restrictions on travel and as we monitor the situation, we will be able to provide further guidance for students who have public examinations.

The families and guardians of our overseas boarding students are being contacted separately to ensure adequate arrangements and support are in place for their care during the Easter holidays and afterwards.

5. Important Information about Access to Online Learning

As the Government's response to COVID-19 accelerates, we are readying ourselves for the possibility of school closure and the need to move towards online teaching. This responds to the rapid changes in the national and global situation. At the time of writing, we have had no official communication from PHE, DfE or any Government Department that we should close.

- **Information for students/parents who have Public Examinations:**

We are very mindful that students and parents/guardians will be concerned about the possible impact of COVID-19 on the 2020 Public Examination series. As a school we continue to monitor the situation daily with Ofqual, the exam boards, the Department for Education and other regulators. We await updates from them, which in turn will be communicated to you.

Any student who is unable to attend their scheduled examination (including GCSE Language Orals and the Art and Design practical exam before Easter) please contact the Examination Officer: sarahgill@leightonpark.com

- **Remote Learning Contingency Plan:**

At Leighton Park School we are fortunate that all students (Year 7-11, special provision made for the Sixth Form) and staff are equipped with Chromebooks. This will enable teachers to set sufficient work and ensure continued delivery of the curriculum with minimal disruption in the event of a school closure.

- **Google Classroom:**

Teachers will post work, lesson material (files, videos etc) and set regular assignments on Google Classroom to engage and support student learning. Students will be expected to submit assignments onto the Classroom on a daily basis and teacher feedback and marking of student work will be provided digitally. In addition, for public examination classes, teachers may also make use of Google Meet. Specific instructions for students and parents are attached.

Please refer to the following Remote Learning Arrangement Guidance Documents, with learning instructions for students, which will apply if the school faces closure (Ctrl and click on each link):

- [Year 7, 8 and 9 Remote Learning Instructions](#)
- [Year 10, 11 and Sixth Form Remote Learning Instructions](#)
- [Student Instructions for Google Meet \(Year 11 and Sixth Form only\)](#)

- **Further Information for Students/ Parents**

As you can appreciate things are changing daily and the school will communicate any updates or relevant information to you.

Any parents or students who are concerned that their own IT access at home might be insufficient for online learning, should contact:

karengracie-langrick@leightonpark.com

Any parents or students who are experiencing technical issues with Google Classroom or Google Meet, should contact:

IThehelpdesk@leightonpark.com

Any other correspondence concerning accessing the content of lessons should be communicated to relevant class teacher/Heads of Department, using school @leightonpark.com email, inserting the full name of the teacher before the @.

We are grateful to all staff, students and parents for their understanding and support at this time. We remain committed to the safety and wellbeing of our school community and to the continued delivery of teaching and learning, to ensure minimal disruption to your child's curriculum provision and education. We will update you regularly to provide reassurance and ask that if you have any specific medical questions that you contact the Health Centre healthcentre@leightonpark.com or if you have a more general enquiry to contact me via edwardfalshaw@leightonpark.com.

With best wishes



Eddie Falshaw
Deputy Head