

**To all Parents and Carers  
Hackney Schools and Settings**

Our ref: C19 Schools 17.03.20

17 March 2020

Dear Parent or Carer,

**Coronavirus (COVID-19) Planning**

We are very aware that this is a worrying time for you and your children and would like to reassure you that we are working to help schools and settings manage the impact of Coronavirus.

At present schools are expected to remain open as normally as possible, unless directed by the local Public Health England (PHE) Health Protection Team. However, I am sure you will appreciate that staffing levels in schools will be more unpredictable than usual given the advice about self-isolation and symptoms. Circumstances from school to school may vary at short notice. Should a local short term (one to three days) closure or partial closure (e.g. for one or more year groups) be necessary, your school will inform you directly.

Schools are planning around these issues and school events, school trips and other school activities. Schools have also initiated other measures such as thorough daily cleaning of frequently touched areas, routine reminders and practice of washing hands, and assemblies that help children put current events in context.

Please remember, schools are uniquely well placed to help pupils and students at a time of heightened anxiety, and providing they are not required to self-isolate, schools will be a good place for a child to receive reassurance and retain their confidence. If your child is not required to self-isolate according to the guidelines, we would expect you to send them to school as normal. If you have any concerns about your child attending, please discuss them with the school in the first instance.

We are aware that government advice about schools remaining open may change at some point. Schools and other services are planning ahead for this contingency.

For your child/children at home, we would encourage you to do everything you can to follow the advice from Public Health England and the government on the importance of regular handwashing.

Government and Public Health England have provided advice to say that if you, your child or anyone in your household displays the symptoms below, you should not bring your child to school for 14 days.

- a new, continuous cough – this means the person has started coughing repeatedly
- a high temperature – the person feels hot to touch on their chest or back

Please ensure you refer to the detailed advice on when and how to self-isolate, which can be found online:

- Government COVID-19 advice [here](#)
- NHS COVID-19 advice [here](#)

Please inform your school as soon as possible if your child needs to self-isolate according to the government and Public Health England guidance above.

We are also working closely with our partners in health, social care and of course central government, to plan ahead in this fast changing situation. We are currently working on planning for the following issues that may face school staff, parents, carers and pupils over the coming months:

- managing longer term school closures or partial closures, and communications
- advice and support for pupils and students learning at home where this is necessary
- procedures for staying in touch with pupils and families while they may be at home
- support for those families in more need
- preparing for government contingencies around SATs and public examinations

We ask for your support in ensuring that discussions with children are calm and measured. We also ask that those suspected of having contracted Coronavirus are not targeted or discussed on social media in any way.

Yours sincerely,



**Annie Gammon**  
**Director of Education and Head of Hackney Learning Trust**

**Copied to:**

Public Health England  
Group Director, Children, Adults and Community Health  
Hackney Voluntary, Private and Independent settings