

Our Ref: SDN/KON

March 2020

ALL PARENTS/CARERS



Dear Parents/Carers

Re: COVID-19 ARRANGEMENTS - W/C 16 MARCH 2020

As you are aware, the worldwide outbreak of COVID-19 is resulting in changes to how organisations operate and as a result, I have taken the decision to make the following changes to our procedures for this week. We will send regular updates as we are provided with more information ourselves.

The measures we are taking may appear drastic and we appreciate they might be frustrating, but as an organisation we have to do all we can to slow the spread of the virus down and keep our students, parents and staff as safe as possible. Can I please make it very clear that school will remain OPEN until we have any further directive from the Government. I would politely ask you to wait for information from the school rather than following what might appear on social media.

As from Monday 16 March 2020 the following changes/procedures will apply.

- **All external school meetings involving visitors to the school will be cancelled** and will be conducted via telephone. Parents/Carers are requested not to turn up at school as they will not be allowed admission into Reception. **If you wish to contact the school please do so by telephone or email.** We have two phone lines being manned all day, every day. Please bear with us at this busy time, we will endeavour to get back to you ASAP. Please also remember you can use the following email addresses to leave any messages or raise any questions you have if you don't want to wait on the phone:
 - info@dormston.dudley.sch.uk
Our info@dormston.dudley.sch.uk inbox is being constantly checked throughout the day to handle any additional queries.
 - OR**
 - avon@dormston.dudley.sch.uk
 - derwent@dormston.dudley.sch.uk
 - severn@dormston.dudley.sch.uk
 - trent@dormston.dudley.sch.uk
- **Revision Sessions on Monday 16 March 2020** - All Revision Sessions will be cancelled for Monday 16 March 2020. Revision Sessions from Tuesday 17 March 2020 will run as normal pending staffing levels.
- **After School Activities W/C 16 March 2020 onwards** - All After School Activities will be cancelled until further notice.
- **Year 11 GCSE Evening - Tuesday 17 March 2020 will be cancelled.** Information from the evening will be shared on the school website under Quick Links > School Update COVID-19.

Mill Bank, Sedgley, Dudley, West Midlands, DY3 1SN

Tel: 01384 816 395 Fax: 01384 816 396 email: info@dormston.dudley.sch.uk www.dormstonschool.co.uk [@DormstonSch](https://twitter.com/DormstonSch)

Head Teacher: Steve Dixon

- **Year 9 Options Evening - Thursday 19 March 2020 will be cancelled.** Information from the evening will be shared on the school website under Quick Links >School Update COVID-19. Please email our Curriculum Leaders if you have questions regarding specific subjects.

These measures are not intended to cause any panic but are simply to minimise the risk of infection and are being put into place to safeguard both the staff, students and parents of Dormston School.

As a school, we will continue to follow the guidance from Public Health England and the Department for Education. The current advice, as of Monday 16 March 2020 is that any student with a temperature or persistent cough, should self-isolate for 7 days. The school will authorise all absences that should arise as a result of this.

To support the delay of the spread of the virus, the Department for Health and Social Care has asked anyone who shows certain symptoms to stay at home for 7 days, regardless of whether they have travelled to affected areas. This means people should stay at home and avoid all but essential contact with others for 7 days from the point of displaying mild symptoms, to slow the spread of infection.

The symptoms are:

A high temperature (37.8 degrees and above).

A new, continuous cough.

You do not need to call NHS 111 to stay at home. If your symptoms worsen during your stay at home period or are no better after 7 days contact NHS 111 online at 111.nhs.uk. If you have no internet access, you should call NHS 111. For a medical emergency dial 999.

It is important that the education of our students is not interrupted and that we are able to operate as normal for as long as possible. However, as you are aware contingency plans are already in place and I will continue to keep you updated of any further guidance received.

Thank you for your on-going support at this uncertain time.

Yours sincerely



Mr S Dixon
Head Teacher