



Eastbrook Primary Academy

Headteacher: Mrs J Sherlock

Tel: 01273 874050

Email: office@eastbrook.w-sussex.sch.uk

Website: www.eastbrook.w-sussex.sch.uk



12th March 2020

Dear Parents and Carers,

We have included general advice about preventing the spread of Coronavirus – Covid 19 in our newsletters but felt it was appropriate to keep you informed of what we are currently doing at school to help keep our children, families and community safe. All decisions we make are based on daily guidance from the Department for Education and Public Health England.

Our children have, through your support and ours, become far more aware of positive hygiene routines. Classes have discussed the need for careful hygiene (particularly hand-washing routines) and information posters have been introduced across the school. We have fitted additional anti-bacterial dispensers in the school and have ensured we have a good supply of gel/ foam. It is good to see that most students are routinely cleaning their hands with many having their own gel dispensers.

In the half term holiday the premises team completed a deep clean. This would normally only take place at the end of each term but we felt an additional deep clean would help to minimise the spread of infection. We have also changed our cleaning schedules in order to help maintain a hygienic environment. Our cleaners are following a different schedule, with a focus on high use areas. We have checked supply levels of cleaning products and are well stocked to be able to maintain and extend our cleaning routines.

In terms of next steps around hygiene routines, we are asking all children, staff and visitors to clean their hands on arrival to school. If your child has reasons not to use anti-bacterial gel or foam, please issue them with a note which explains their alternative hygiene plan. In addition, we are taking some further steps to reduce the need for physical contact with germs, including 'no handshakes' at school meetings and events, and having more doors open when appropriate.

Beyond our day to day school life, we are reviewing events, trips and sporting fixtures on an on-going basis. We are liaising with other schools in relation to shared activities, as well as the centres hosting activities, in order to ensure that we are making informed decisions. If we decide to postpone or cancel an event or activity outside of school, we will inform parents and children involved in as timely manner as possible. At the time of writing all fixtures between now and Easter remain scheduled.

Looking ahead to the future, we are in the process of planning actions to support continued teaching and learning in case we move to the next stage (Delay) in the national plan. The school website and home e-mails will be used to share learning in the event of our children needing to work from home. Additionally on-line books will be available for EYFS and KS1 pupils via the Active Learn/Phonics Bug web pages. Can you please check that the school have your correct e-mail address and that you have the necessary passwords for Active Learn/Phonics Bug. A quick link to the site is available on our website in the Learning Section under Web Explorers. Other useful links are also available on this page. Additionally EYFS staff will communicate learning ideas via the Tapestry App.

For those families without suitable working internet access, we will also be working hard to make paper-based work packs available.

Manor Hall Road, Southwick, West Sussex BN42 4NF

REAch2 Academy Trust, Company Number: 8452281, Registered in England and Wales;
Charity Number: 1149000; Registered Address: Henhurst Ridge Primary Academy, Henhurst Ridge,
Branston, Burton-upon-Trent, Derby DE13 9TQ.



I hope you feel reassured that we are taking appropriate steps in response to this unprecedented situation. It is right for us to maintain a business as usual approach, but we are keen to be proactive in making informed choices around our approach in support of our school community and our wider community. By working together, we can support one another to help ensure that our children can stay healthy and continue to learn effectively. We will, of course, continue to update you as the situation progresses. We are continually developing our contingency plans and will move to the next stage as the situation develops nationally and in our local area.

If we do have any information about the Coronavirus that relates specifically to our school community, we will notify parents. If you are aware that your child has come into contact with a person who has been confirmed as having Coronavirus, please let us know immediately so we can assess the situation and work with yourselves and Public Health England on any necessary steps to take.

Can you please also ensure that you make a priority of carefully reading all school communications so that key messages are not missed. It is important that we have the most up-to-date contact details on record, so if anything has changed please contact the school office.

Thank you for your continued support.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'J Sherlock', with a stylized, cursive script.

Julia Sherlock
Headteacher