13 March 2020

Our Ref: HP7856

Dear Parents/Guardians

I am writing to update you on how the school is responding to the current situation regarding the risk posed by Coronavirus. We are working closely with DDAT, our academy trust, based on the information received from Public Health England and the Department for Education.

**At this current time, our school remains open and our normal attendance procedures apply.**

If the guidance changes and schools are instructed to close, we will inform you via school letter, the school website and by text message.

**It is essential that we have your current and correct emergency contact details on our school system**. **If you have recently changed your telephone number(s), please ensure that you inform the school office.**

The school will continue to follow the daily guidance updates from Public Health England and the Department for Education.

Further guidance and support is available to you from: The Department for Education coronavirus helpline who are available Monday to Friday (8am-6pm) on telephone number 0800 046 8687.

Thank you for your ongoing support.

Yours sincerely

Mrs R Sandhu

Head of School