



Coronavirus/Covid-19 contingency planning

Dear Parent or Carer,

I am writing to provide you with an update on our current contingency planning in relation to Covid-19/Coronavirus. On a daily basis, we are studying the updates from the DfE as well as the guidance issued by Public Health England and the NHS. We are using these updates to help us develop and inform our contingency planning. To be frank, we don't get any guidance that isn't already in the public domain.

This is clearly a serious matter and children do pose a risk in terms of transmission of infection – they are not always the most hygienic – and whilst the virus is not typically a serious threat to the health of children, they do pose a more significant infection threat to more vulnerable family members – grandparents perhaps – and other members of the community.

Guidance changed slightly yesterday afternoon, and this letter takes this into account.

Current context

In terms of our daily routines in school, our cleaning regime has been strengthened with a particular focus on frequent touch surfaces such as door handles. Children and adults are all being instructed to wash or sanitise hands much more frequently and additional sanitisers have been placed strategically around school. Some concerns have been raised about frequent use of sanitizers on some skins and so there is emollient cream at each front desk for anyone who needs it. We have stopped shaking hands in assembly and regularly repeat good hygiene messages. Attendance this week has been fairly typical for this time of year (although it is a further 5% lower today following revised guidance last night – see below).

At time of writing, there are no confirmed cases of coronavirus linked to the school community.

New advice issued on Thursday states that anyone with a new, persistent cough or temperature of 37.8°C should self-isolate. The advice states:

- Not to go to work, school, or public areas, use public transport or taxis – or even for a walk
- Those with even mild symptoms of infection should stay at least two metres away from other people in their homes, and should sleep alone
- Those with confirmed or suspected cases should use a separate bathroom

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BOLTON ISLAMIC GIRLS SCHOOL

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Scenario Planning

We are planning for a number of different scenarios.

1. Instruction from the government to close the whole school
2. Infection affects a member of our school community and a case is confirmed
3. High levels of staff illness/absence make it impossible to staff all classes or children

Our hope in sharing these plans is that you fully understand that we will do all that we can to keep our students and staff safe, whilst at the same time continuing to provide them with a valuable education.

1. **Instruction to close the whole school for a limited period**

We do not intend to shut the school, but we could be instructed to do so by the government as part of a future nationwide policy (like many other countries are doing currently).

In this scenario, we will seek to continue to deliver teaching to all classes via online methods and will continue to follow instructions on our [remote learning policy](#). Microsoft TEAMS is the platform that will be the main vehicle for delivery for teaching. Please ensure your child is aware of and has access to Microsoft TEAMS via Microsoft office 365.

We are aware that some families may lack adequate hardware for an online approach to learning. Where this is the case, please make sure you let us know as soon as possible on info@boltonislamicgirlsschool.org.uk or call our Admin on our school numbers. A family would still need to have their own Wi-Fi system to connect to or generous allowance of phone data through which to connect the to the internet.

Our teachers are provided with guidance on a range of strategies for sharing work and support and if we find ourselves in this scenario, we will issue specific instructions to students and parents.

2. **Infection affects a member of our school community and a case is confirmed**

In this scenario, the school would have to follow direct guidance and risk assessment from Public Health England. It is possible that some or all of the school could be closed.

In the event of a confirmed case in the school community: "a risk assessment will be undertaken by the educational establishment with advice from the local Health Protection Team. In most cases, closure of the childcare or education setting will be unnecessary but this will be a local decision based on various factors such as establishment size and pupil mixing."

If a student is confirmed to have covid19 it is more likely that only the year group that the child belongs to will be expected to self-isolate for 14 days. If they also show symptoms of covid19 then they must be tested and school informed immediately.

During this time, it is expected that students self-isolating will continue to do their learning online as teachers continue to share their lessons with learners on TEAMS to ensure there is as little disruption to learning as is possible under such circumstances.

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3. High levels of staff illness/absence

In the event of high levels of staff absence, there may be some combination of classes and lessons that may not be as formal as usual. Teachers self-isolating will be sharing work with learners remotely and we would be re-assessing our risk assessments to ensure the health and safety of the school community. In this scenario, it could be that the school would have to partially or completely close.

GCSE Exams

To read any proposed changes to GCSE's this year please read the government guidance [here](#).

Communication

During this period, we ask that parents follow the normal absence procedures relating to pupils: email or call school to inform us of the reason for the absence. If any absence is linked to suspected Covid-19, please ensure that you speak directly to the school office 01204771570/ or email info@boltonislamicgirlsschool.org.uk

Guidance on how to self-isolate to ensure this is effective can be found on the link below:

<https://www.gov.uk/government/publications/wuhan-novel-coronavirus-self-isolation-for-patients-undergoing-testing/advice-sheet-home-isolation>

General advice can be found on the following link: <https://www.gov.uk/coronavirus>
Guidance specific to schools is

here: <https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>

We hope that this letter updates you on our current planning whilst recognising that the landscape continues to evolve. Please continue to keep us informed should your personal situations change in respect of this virus.

Please also be reassured that we will continue to make measured decisions in the best interests of the whole school community, whilst following the guidance provided by the DfE and Public Health England.

Thank you for your continued support and understanding as we plan for these potential scenarios.

Yours faithfully,

Dr Zakia Maqbool

Dr Zakia Maqbool
Head teacher

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