

21st September 2020

Dear Parents/Careers

RE: Bubble closure within the school

I am writing to inform you that late evening on Sunday the 20th September, I was made aware that a member of staff at Houghton Conquest Lower School has tested positively for Coronavirus. This means that when they took the test on Friday 18th September, they had the virus. The member of staff as you would expect is at home in self-isolation. I am sure you will join me in sending them our best well wishes.

We know that you may find this concerning, but we are continuing to monitor the situation and I have been working closely with Public Health England. I have written separately to the parents of affected classes (Hawks and Eagles) and individuals who may have been in close contact. Both children and staff from these classrooms are required to self-isolate until 2nd October.

This letter is to inform you of the current situation and provide advice on how to support your child. Please be reassured that for most people, coronavirus (COVID-19) will be a mild illness.

If your child is not in either of these classes and does not have any Covid-19 symptoms, they must come to school as usual, where we will continue with our robust procedures to prevent the spread of Coronavirus.

How to stop COVID-19 spreading:

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19. Do:

- Wash your hands with soap and water often – do this for at least 20 seconds,
- Use hand sanitiser gel if soap and water are not available,
- Wash your hands as soon as you get home,
- Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze,
- Put used tissues in the bin immediately and wash your hands afterward.

Despite turbulent times, we will work together to ensure each child is on a journey to success this academic year. My thanks to you in advance for ensuring our school's unity shines brightly now more than ever. If you have any questions in the meantime, please contact us as we are here to help.

Please rest assured I will continue to work closely with Public Health England and will keep in regular contact with you in an open, honest, and positive spirit.

Yours sincerely

A handwritten signature in black ink, appearing to read 'J Heaslip', written in a cursive style.

Miss J Heaslip
Acting Headteacher