



# Bishop Stopford's School

Brick Lane, Enfield, Middlesex, EN1 3PU

Headteacher: Mrs T. Day BA (Hons), NPQH

16<sup>th</sup> March 2020

Dear Parents /Carers,

As you're probably aware, the Government's guidance on the coronavirus has changed from the 'contain' phase to one of delaying the spread of the virus. We're getting in touch to let you know what we're doing in light of this, and what we expect from all of you, to help make sure our school community keeps safe and calm.

We'd like to reassure you that at Bishop Stopford's School, we're taking all of the necessary steps to protect our community and are continuing to follow official guidance from the government.

Any decision to close the school in the future would be made on the advice of Public Health England.

## What's the current situation?

- The **school remains open** – this is the current official guidance we've been given.
- All school functions continue to run as normal.
- Pupils should attend unless they feel unwell – if your child has any of the following symptoms they **should remain at home for 7 days**:
  - a new, continuous cough and/or
  - a temperature

If your child is unwell, report this as you would normally by phoning the school **attendance officer** on **0208 804 1906**.

We are continuing to prepare for our Yr.11 and Yr.13 exams this summer. OFQUAL the exams watchdog, have announced they have contingency plans in place; however, we are not aware of the details. We'll keep you up to date with any changes to the current situation.

## What we're doing to protect and support pupils and staff

- We will notify you immediately if your child displays any symptoms of the coronavirus on school premises and ask that you will be available to pick them up.
- If a student or staff member displays any symptoms of the coronavirus on school premises, we will keep them isolated and will contact Public Health England for advice on how to respond to the situation. We will ensure information is shared as directed by Public Health England.
- We have:
  - Increased the cleaning around the school; sanitising door handles, door plates, desks and other surfaces on a daily basis.
  - Delivered morning tutorial sessions to all students focused on the government guidance regarding the importance of hygiene and hand washing.
  - Displayed the recommended Public Health guidance posters throughout the school regarding handwashing and advice on the coronavirus for places of education.
  - Informed all staff of the current advice and guidelines.
- Regular updates will be given to all staff, students and parents as appropriate



**Telephone:** 020 8804 1906 **Fax:** 020 8216 1760

**Email:** [generaloffice@bishopstopfords.enfield.sch.uk](mailto:generaloffice@bishopstopfords.enfield.sch.uk)

**Website:** [www.bishopstopfords.enfield.sch.uk](http://www.bishopstopfords.enfield.sch.uk) **twitter:** @BishopStopfords



### What we need you to do

- If you've recently changed your contact details, please inform the school office as soon as possible via email/telephone. Please e-mail [generaloffice@bishopstopfords.enfield.sch.uk](mailto:generaloffice@bishopstopfords.enfield.sch.uk) or telephone **0208 804 1906**. It is essential that we have up to date contact information.
- Talk to your children about the coronavirus. It's an uncertain time and we should make sure children feel supported. [BBC Newsround](#) has regular updates for younger children and [YoungMinds](#) has practical steps older children can take to help with anxiety.
- Come and collect your child straight away, if we ask you to (we'll contact you if they become ill with either a temperature or a new, continuous cough).
- Check that your child has access to Google Classroom from home and let us know if there are any issues, (so we can make sure we're well prepared for remote learning if the school does need to close at some point).

### What happens if the school has to close?

We'll only close or partially close if we're either officially advised to do so or we don't have enough staff to run the school. If we have to partially close, we will prioritise Yr. 11's and Yr. 13's to be in school

In either case, we'll:

- Inform parents/carers of the closure by text message. We will also put all key information on the school website – [www.bishopstopfords.enfield.sch.uk](http://www.bishopstopfords.enfield.sch.uk) and school social media.
- We will send regular updates throughout the closure and all information will be on the school website.
- We will set work to be completed at home through Google Classroom and ask that all students complete this work.

**Please keep in mind that we're only sending out this information to help the school community prepare. There are currently no plans to close.**

### If you have any questions

Please consult the:

- School office, if you have any questions about our response to this issue.
- [NHS](#), if you want to know more about the symptoms of coronavirus. If you think you or your child may have the symptoms, use [NHS 111 online](#) if at all possible before calling 111.
- Department for Education's coronavirus helpline: **0800 046 8687**, if you have any questions about the government's response to coronavirus in relation to schools.
- Government's [travel advice](#), if you want to know whether any upcoming trip or holiday you're taking abroad should go ahead.

We know that this is a difficult time for families and you may well be worried about the impact this might have on our community. It's important we keep each other safe and talk about these events to help with any anxiety that this current situation may create.

Thank you for your continued support.



**Mrs T Day, BA (Hons), NPQH**  
Headteacher

