



Dear Parents,

Please find attached a copy of our school COVID Contingency Plan which outlines our plans if we were to go into any kind of school, local or national lockdown. It is tiered in line with the government's own tiered system.

As you know we are working really hard behind the scenes to ensure that if a class bubble has to self-isolate or the school is instructed to close, we are ready to deliver live online learning to our children.

To date we have:

- Gained your consent for your child to access Microsoft Teams,
- Provided each child with an account to be able to access Microsoft Teams and we hope you have now activated that account and emailed your classteacher from it to confirm you are in. If you have not yet done this, I urge you to do so as a matter of urgency. If you have any issues please email your classteacher and ask for support as soon as possible.
- Next, we will send out tutorials to support you accessing Teams and will begin work in school to show this software to our Key stage 2 children.

We hope this plan does not need to be used, however if you have any problems or queries, I would advise that they are addressed now so that if things do progress, we are ready to act quickly.

Best wishes and keep safe.

Mrs E Goodyear
Headteacher