Dear Parents and Carers
We fully understand that many of you are concerned about the Coronavirus. We would like to re-assure you that this is being given a very high priority and that we will keep you fully informed of any developments if they affect our school.

The school will follow all advice from the Department of Education and from Public Health England. This advice currently says that although we are beginning to move from the containment phase of the virus into the delay stage, schools will remain open. All pupils should continue to attend school and we expect that daily school life will carry on as normal.

We have no confirmed cases of COVID-19 amongst our pupils or staff. If that situation changes, we will inform you. We have full planning in place so that if the situation does change we have recommended responses that we will follow.

In the event that we have to close for a period of time, we will continue to support our pupils by providing on-line learning. More details would follow if there was a need to action this planning.

In the meantime, we ask that you please remain vigilant and do not send your child into school if they show symptoms of COVID-19. If you are uncertain, please contact the NHS 111 advice line.

Please keep encouraging your children to maintain the good hand washing routines that they have practised at school. From next week they may keep in the classroom a small, named hand cream or similar if their hands are feeling sore. We recommend a Vaseline-based cream for this purpose. They do not need to bring a hand gel into school as hand washing is proven to be a more effective method of keeping hands clean and so this has now become a part of our daily routine at school.

If you have any individual questions then please email the school at info@buckingham.richmond.sch.uk. We will respond to your query as quickly as we can. You can also refer to the Helpline provided by the Department for Education that has been set up for parents and carers as well as for school staff. The details are shown below:

**Telephone:** 0800 046 8687
**Email:** DfE.coronavirushelpline@education.gov.uk
**Opening hours:** 8.00 am to 6.00 pm (Monday to Friday)

Thank you very much for your continued support in this matter.

Yours sincerely,

Caroline Boyle
Headteacher

Sarah Day
Assistant Headteacher – (Safeguarding)