



St Francis of Assisi Catholic College

Headteacher Ms P M Hanrahan BA (Hons)

16th March 2020

Dear Parents/Carers,

Following my letter on Friday 13th March this is a fuller response to help make sure our school community keeps safe and calm; and so that we can prepare for the possibility of school closures.

I would like to reassure you that we are taking all of the necessary steps to protect our community and are continuing to follow official guidance from the government, LA and the Diocese.

The current situation

The school remains open. We are putting plans in places if we need to close. But this is not the situation currently.

In order to help us if we need to notify parents quickly please ensure that we can get through to you in a timely manner by checking we have your correct mobile phone numbers; emails and addresses. If you have moved house or changed your phone or email address since your child/ren joined us it may be good to check with us.

All school functions continue to run as normal currently; this includes revision classes and extra-curricular activities.

Trips Abroad

We take overseas school trips one at time; please be patient with us. We need information from the travel companies too to ensure that you are dealt with correctly and fairly. We will correspond with each trip as it occurs and correspond with that set of parents. Thank you for your patience with this.

Home Trips

We await with home residential trips and see how the advice pans out. As we are still open we are assuming that we are still going on these trips. We await advice about social gatherings and closure before advising to the contrary. The next trip due out is Aberdovey

Erdington Road, Aldridge, Walsall, WS9 0RN

tel: 01922 740300 fax: 01922 740330 www.stfrancis.cc postbox@stfrancis.cc



and we have had further contact after last Wednesday's meeting. We will keep the parents of this trip updated as soon as we know if there is any change or further information to give.

Health

Students should attend unless they are unwell and if they have a fever (high temperature) and/or new continuous cough they **should remain at home for 7 days and self-isolate as per the 111 advice.**

Please report absences in the usual manner by ringing the school number; 01922 740300.

If your child/ren is in a vulnerable group because of a health condition please ensure that we are aware of this if we are not so already.

What we are doing to protect and support students and staff

If your child feels in school and has a continuous cough or a high temperature we will contact you immediately.

We continue to tell the students via form groups/ notices and the plasmas about good hygiene. We continue to promote good handwashing hygiene around school. We have hand sanitisers and soap and effective 20 second washing is still the recommendation. The advice is still to use a tissue if you sneeze or into your arm. Tissues must be binned. We remind to avoid touching your face and eyes especially if you have not just washed your hands.

We have measures in place with the cleaners, catering staff and National Express who have all put in extra measures around cleaning especially on metal surfaces that are touched frequently. Students should not be touching each other in school and in each other's space so that should stop physical contact between people as mentioned in social distancing.

GCSEs and A levels.

We are advised that public exams are still scheduled to run this summer as planned. There are no changes currently. We will update with any changes to the current situation if necessary.

Remote learning in the event of school closure

In preparation for this eventuality we ask that you and all students check that they can access firefly. This is the manner in which we will set work in case of school closure. We

will try and check that all students can access their firefly account in school. If you have a problem accessing please contact our IT support on firefly@stfrancis.cc.

All lesson materials will be put on firefly for the lessons your child/ren has that day. So there will be a daily upload of materials that follow the student's timetable. All queries and questions students may have about the work can be sent on firefly. Staff have access to firefly and will aim to reply within 24 hours to student questions about the work set.

Updating you about the next steps if required.

The situation we find ourselves in globally and nationally is different from anything we may have experienced and has several unknowns too. We are mindful that a lockdown with a closure of schools can be a difficult and daunting time for many. Information will continue to come out to you via schoolcomms; you receive this in the format you have requested. Every time this is done the letter or notice will be pinned to the front of the website too.

What happens if the school has to close?

We will only close if we are either officially advised to do so or we do not have enough staff to run the school.

In either case, we will:

Inform you via schoolscomms and by posting a notice on the school website and on facebook.

We will update you and also let you know in the same way when the school will re-open.

If you need to ask us anything please email support@stfrancis.cc.

If you have any questions

Please consult the:

- Please email the postbox or ring 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.

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

Thank for your continued support at this time.

Pauline Hanrahan

Headteacher