



## Westfield School

Headteacher: Ms Nicki Gilbert  
Chair of Governors: Eric Williams

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November 1<sup>st</sup>, 2020

Dear Parents and Carers,

Following Saturday's announcement by the Prime Minister, I am writing to reassure you that Westfield School's approach to Covid-safe schooling remains as stringent as ever. Since September, over 90% of Westfield students have accessed a full-time timetable with no positive cases of Coronavirus amongst colleagues or pupils, which reflects the level of care and responsibility taken by all families and colleagues: this will only be enhanced by the introduction of the latest restrictions and the national decision for schools and colleges to remain open.

We continue to treat the whole school as one bubble, with smaller internal bubbles existing as much as possible to further promote health and safety. Hedgehog, Otter and Fox class form a Westfield bubble, and Robin, Woodpecker and sixth form creating a Ryeland's bubble. Students and staff remain as distanced as possible throughout each day and continue to maintain high levels of hand hygiene, practicing catch it, bin it, kill it. We hold bubble-based assemblies, on separate days, and use the dinner hall for Ryeland's bubble only, with Westfield bubble continuing to eat in class bases.

As the weather turns colder and wetter, we would like to access outdoor space as often as possible, and are also advised to keep windows open: you are therefore welcome to send in additional layers of clothing, but **please ensure these are clearly named** to avoid items going missing.

As before, we respectfully request that you do not send your child into school if they are experiencing **any** symptoms of Covid19, and inform school **immediately** if you have concerns regarding your own family. In theory, the risk of transmission should decrease due to the new restrictions, but this does not mean the risk has gone away. All existing arrangements regarding illnesses which would have led to your child remaining at home, (stomach upsets, communicable illnesses etc) remain in place, and we would request that you inform school of a non-attendance prior to 9.30 am, which is when registers close. This can be via e-mail to admin; a telephone call, or a message left on the school answerphone, (all details below). Schools are required to submit a daily return to the DfE regarding numbers of pupils and staff absent, and whether this is Covid related, so early notification supports the accuracy of this data return.

I hope this letter reassures you of our commitment to ongoing high standards. I wish your family continued good health as we approach the end of this very strange year, and if there is anything with which we are able to support, please contact us.

With best wishes,

Nicki