



Westfield School

Headteacher: Ms Nicki Gilbert
Chair of Governors: Eric Williams

August 17, 2020

To families of students at Westfield School

Hello Everyone,

I hope you have been able to enjoy some of the nicer weather we have experienced so far during the summer break. Four weeks have now passed so, in addition to the communication sent out before we broke up, I thought it would be helpful to clarify some specific details for a September return to be successful.

As such a small school, it is possible 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 will form a Westfield 'bubble', and Robin, Woodpecker and sixth form will form a Ryeland's 'bubble'. However, the need for students to transition to their next class, to attend communication groups and access allocated transport, makes it impossible to create further distinction between classes. Once students and staff arrive at school, we shall endeavour to remain as distanced as possible throughout each day, and continue to maintain high levels of hand hygiene, practicing catch it, bin it, kill it, as prior to the summer break. We shall not be holding assemblies, or using the dinner hall for lunches, until we are satisfied that our bubble system is effective. We shall however, be working towards the safe use of shared space within each bubble as the term progresses.

The most important message over the coming weeks remains; stay safe and follow all government guidance regarding social distancing, mask wearing and quarantine requirements, in order to ensure everyone's optimum health.

This continues to be an evolving situation, with much uncertainty and inconsistency across the UK, however the aspiration for all pupils to return in September has never been clearer. Fortunately, we have been very protected in our part of the county, and it is my aim to ensure this remains the case for Westfield School so that we can all return, and continue to attend, maintaining everyone's safety and wellbeing as the term progresses. I am aware that some of you have/ had holidays planned, and I hope that these are/were able to go ahead, or that you have been able to make suitable alternative arrangements. This year will pass; things will become easier; but for now, all eyes are on September, and a safe return for us all.

National guidance applies to every member of our school population, so I would be very grateful if all families and staff members can provide assurance that this has been adhered to throughout the summer period. Any family or staff member who has been exposed to a situation that



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requires, or has required, government dictated action is asked to inform me directly, so that remedial planning can be implemented if necessary. My direct e-mail is ngilbert@westfield.hereford.sch.uk

During the week commencing 24th August, you will receive a catch up call from your child's class teacher, during which you will be asked the following questions relating to your summer holiday experiences:

- Have you been abroad during August 2020?
- If so, to which country, and to/from which airport or port?
- On what date did you return from this holiday?
- Which, areas of the UK have you, or your child, accessed during the last three weeks?
- Have you/ your child stayed in a dwelling with another family (eg respite?)
- Have you been in contact with people from any area of the UK which has since been identified as requiring a local lockdown?
- Have you been contacted by the 'track and trace system'?
- Have you been required to quarantine or self isolate during this time?
- Have you had any contact with someone who has had Covid19 related concerns?
- Have you practiced all government recommended preventative measures throughout the last two weeks?
- Can you provide assurance that if the answer to any of these questions is yes, either now or in the future, you will inform us immediately?

I am aware of the apparent formality of these questions, which is why I am sharing them in advance; however, I am hopeful that you appreciate the need for us to consider all potential risks to ensure a robust risk assessment, necessary for a safe September return for all pupils and staff. Depending upon the responses received, it may be necessary for a further conversation to occur to establish a targeted response to your individual situation prior to accessing school.

I am hopeful that I do not hear from many of you, (in the nicest possible way), and that you are able to enjoy the remainder of August safely. Please feel free to contact me if you are unsure about anything referenced in this letter.

With best wishes,

Nicki