



**Penshurst Primary School**

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Dear Parent

During the summer I wrote to you to outline the Standard Operating Procedures under which our school will operate this year. This set out the measures that we would have in place as we aim to strike a balance between a return to normal and keeping Covid in check.

At all times, we have been monitoring the number of cases reported to us by parents and local public health teams and assessing whether these measures are sufficient to keep the risk of transmission low. Following an increase in the number of positive cases reported to us in the past seven days, I have today met with local Public Health officials and agreed that, as a precaution, we will re-introduce a number of measures to control the spread of the virus. These will be time limited for two weeks in the first instance and reviewed on a regular basis. They are:

- We will **reintroduce the wearing of face coverings** for staff and students in communal areas i.e. corridors, assemblies, stairwells and the canteen, when not eating. This will also apply to school buses. Students who have previously been exempt from wearing face coverings will continue to be so and should discreetly wear their lanyard to indicate this
- **Enhanced hand washing** - all students will be expected to hand sanitise on entry to each lesson and wash hands with soap and water regularly throughout the day
- **Staggered end to the day**. Students in Cohort B (Year 7, 10 and 11) will have an additional five minutes for lunch to stagger student movement inside the school. They will finish their school day at 3.05pm which will also enable a staggering of students leaving the site at the end of the day. Buses will wait until all students have left the building.

These measures are considered by Public Health to be proportionate to the current risk situation and we believe they can help us to control the number of positive cases that we are experiencing. We hope to be able to relax these in due course but it may be necessary to introduce further measures if these are not successful. Please discuss this situation with your child and provide them with an appropriate face covering.

Finally, as we enter the cold and flu season, it is important that we all know the most up to date information on the four Covid symptoms which are shown below. These are:

- a high **temperature**
- a new, continuous **cough**
- a loss or change to your sense of **smell or taste**
- all **3** of the following - runny nose, sore throat, headache



If your child has these symptoms then please do not send them to school and book a PCR test for them. We also encourage you to continue to test your child twice a week using an LFD test as this is a very effective way of identifying asymptomatic cases and reducing transmission.

If you have any questions regarding this matter please do not hesitate to contact the school.

As ever your support through these difficult times is greatly appreciated.

Yours sincerely

A handwritten signature in black ink, appearing to be 'V Groak', written in a cursive style.

Mr V Groak  
Headteacher