



**Breakspeare School**  
Gallows Hill Lane  
Abbots Langley  
Hertfordshire  
WD5 0BU

**Tel:** 01923 263645  
**Fax:** 01923 260087

**Meadow Wood School**  
Coldharbour Lane  
Bushey  
Hertfordshire  
WD23 4NN

**Tel:** 020 8 4204720  
**Fax:** 020 8 4205497

admin@breakspeare.herts.sch.uk

admin@meadowwood.herts.sch.uk

12<sup>th</sup> March 2020

Dear Parents and Carers,

I am writing to inform you about measures we have put in place to look after our students and staff in the light of the current Covid-19 virus pandemic.

- We are strictly following DfE, Public Health and the LA guidance.
- The current DfE guidance about Covid-19 virus to Educational settings can be found from;

<https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>

- We receive a daily DfE update and the LA provides us with regular local information. We have informed you and the staff about the latest / new information and continue to do so.
- We have provided the staff with additional training about hygiene practice (particularly hand hygiene) as soon as the virus caused a concern a few weeks ago. The staff has also received regular reminders. We also monitor our staff's hygiene practice.
- We have increased a number of hand sanitisers at our schools in central locations for easy access.
- We have provided the staff with individual hand sanitisers.
- We have ensured a good stock of hygiene and cleaning products in our schools.
- We are regularly liaising with our school nurses.
- We have heightened our 'out of school' visits risk assessments to ensure that appropriate measures are in place in our out of school learning destinations.
- We are preparing for having an electronic system that will enable the teachers to provide the students with learning activities or advice if needed.

We do not have any confirmed or suspected cases of Coronavirus amongst our staff, parents or pupils. If the situation changes you will be informed.

As we know the situation and guidance about Covid-19 virus can rapidly change. Please keep checking your emails, text messages and log-on to Everbridge notification system as advised in the previous letter.

I know how worrying the situation is for many of our parents and carers – be reassured that we follow given guidance to keep our school community safe. Please do not hesitate to contact me if you have further questions.

Kind regards,

Merja Paakkonen