

Dear Parent/ Carer,

04 December 2020

Professional Development Days and End of Autumn Term Arrangements

I am writing to inform you that we will have two Staff Development days on Monday 7th December and Wednesday 20th January, when the School will be closed to students.

I would also like to inform you of the arrangements for the end of this term on Friday 18th December.

Arrangements for the last day of term are as follows:

- Students must arrive to school at their normal start times.
- Students will have one break due to the shortened day.
- Students will be dismissed - 11:20am (Years 7, 8, 9 and 6th Form) 11:40am (Years 10 and 11).

The School will reopen for the Spring term on Monday 4th January 2021. All students will need to arrive at school as follows:

- Years 8, 10 and 6th Form - 10:00am
- Years 7, 9 and 11 - 10:30am

6th Formers who may have a mock exam on this day will need to arrive on time for the start of their examination.

Parents, Teachers and Friends Association (PTFA)

May I take this opportunity to encourage as many parents as possible to contribute further to the life of the School. Please consider attending the PTFA meetings. Please contact hgrover@rooksheath.harrow.sch.uk if you would like to attend.

Parent Surgeries with the headteacher

If you would like to discuss something with me in person, I will be holding Parent Surgeries on Thursday 17th December. These are 20-minute slots for you to have an opportunity to meet and speak with me directly. Please contact the Reka Soti (rsoti@rooksheath.harrow.sch.uk) to book a 20-minute slot.

Please note all our meetings are now being conducted virtually via Microsoft Teams.

Finally, I would like to thank you for your continued support during what has been an unprecedented and certainly different school term this year and sincerely wish you and your families every good wish for the holiday season and the new year. Please see the following pages for useful information regarding Covid-19.

Yours sincerely,



Mrs M Manderson
Headteacher

What to do if your child or a member of your household develops symptoms of Coronavirus during the holiday

As we go into the holiday season, I thought you may find it a helpful reminder that we have a dedicated page on our website: [Covid-19](#). **If anyone in your household tests positive for the coronavirus please it is important that you let us know** by sending an email to contactus@rooksheath.harrow.sch.uk. You will only hear from us if the case requires a track and trace of members of the school community due to the time frames or if your child should not attend school. For further information please go to:

What to do if your child develops symptoms of COVID-19

If your child develops symptoms of COVID-19, they should remain at home for at least 10 days from the date when their symptoms appeared.

All other household members who remain well must stay at home and not leave the house for 14 days.

The 14-day period starts from the day when the first person in the house became ill.

Household members should not go to work, school or public areas and exercise should be taken within the home.

Household members staying at home for 14 days will greatly reduce the overall amount of infection the household could pass on to others in the community.

If you are able, move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period.

Symptoms

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- new continuous cough and/or
- high temperature
- a loss of, or change in, normal sense of taste or smell (anosmia)

For most people, coronavirus (COVID-19) will be a mild illness.

If your child or anyone in the household does develop symptoms, you can seek advice from NHS 111 at:

<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/> or by phoning 111.

We have had a number of confirmed coronavirus cases amongst the school community. Feedback at the Headteacher's Parent Surgery suggests the letters sent to all families is repetitive and not always necessary. Therefore, we now only write to the families of students who are affected by way of being close contacts of any confirmed cases. Further to this letter you will find the information provided to help parents with advice on reducing the risk of contracting or spreading the coronavirus.

How to stop COVID-19 spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19.

Hands

- Wash your hands regularly and for at least 20 seconds.

Face

- Cover your face in enclosed spaces, especially where social distancing may be difficult and where you will come into contact with people you do not normally meet.
- It is now compulsory to wear cloth face coverings on public transport, shops and several other indoor settings.

Space

- Stay 2 metres apart where possible, or 1 metre with extra precautions in place.
- Keep your distance from people who are outside your household or support bubble.
- Limit social gatherings (including abiding by the 'rule of 6') and avoid crowded places.

Further Information

Further information is available at: <https://www.gov.uk/coronavirus/education-and-childcare>

If anyone does develop symptoms, you can seek advice from NHS 111 at:

<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/> or by phoning 111.

How to stop COVID-19 spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19.

Do

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards

Further Information

Further Information Further information is available at:

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