



West Ham Church Primary School

Portway, London, E15 3QG

Tel: 020 8534 3904

e-mail: info@westham.newham.sch.uk

Head Teacher: Mrs. Nicola James

Dear Parents/Carers,

20th March 2020

School closure to most pupils

Following the recent announcement from the government, we have been instructed to close the school to the majority of pupils from the end of the day on Friday 20th March until further notice.

The school will do everything in its power to remain open from **8:45am to 3:15pm** for the children of key workers, including NHS staff, emergency services and other frontline staff. If you feel your child falls into this category, then do contact us on:

info@westham.newham.sch.uk or call **020 8534 3904**

Please refer to the government's key worker list to see if it applies to you:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

Summarised, a key worker is one that works in:

1. Health and social care
2. Education and childcare - includes nursery and teaching staff, social workers and those specialist education professionals who must remain active during the COVID-19 response to deliver this approach
3. Key public services
4. Local and national government - *only includes those administrative occupations essential to the effective delivery of the COVID-19 response or delivering essential public services such as the payment of benefits, including in government agencies and arms-length bodies.*
5. Food and other necessary goods
6. Public safety and national security
7. Transport - *includes those who will keep the air, water, road and rail passenger and freight transport modes operating during the COVID-19 response, including those working on transport systems through which supply chains pass*
8. Utilities, communication and financial services

If you think you fall within the critical categories above you should confirm with your employer that, based on their business continuity arrangements, your specific role is necessary for the continuation of this essential public service. **We will require a signed letter from your employer verifying this (stamped and/ or on headed note-paper, please).**

School will also be open to support pupils with specific needs. For these pupils, we have contacted parents and carers individually.

While open, we will review staffing on a daily basis to ensure we have first aiders, safeguarding leads and the appropriate staff to pupil ratio. Parents will be notified as soon as possible if the school has to close due to staff absence and directed to alternative provision if possible.

If your child is not in one of the groups mentioned above, unless you hear otherwise, school will be closed to all pupils from Monday 23rd March for the foreseeable future. We will reopen as soon as the government issues this instruction to us. When this is the case, we will inform parents and carers by text. Please also check our website regularly for updates:

<http://www.westham.newham.sch.uk/>

Cancelled or Postponed

The following will also be cancelled or postponed:

- School visits including Year 6 Easter School, swimming, Easter Service, Fairplay House
- Breakfast and after-school clubs
- Year 6/End of KS2 SATs, Year 2/End of KS1 SATs, Year 4 Times Table Check, Year 1 Phonics Screening

What we'll continue doing while your child is at home

Your child's learning is very important to us, so we'll continue to help your child to learn:

- Learning packs have been sent home with children or are available to collect from school if your child is at home
- A weekly timetable is included with expectations of what to do each day
- Online learning logins and links are included
- To contact your child's teacher please use google classroom or email the school

Free School Meals

We are waiting to receive further information from the government about support for pupils who usually receive free school meals. In the meantime, we are providing 'grab and go' packed lunches for children eligible for free school meals. If this applies to you, we will be in touch.

We will keep you up to date with any further information we receive. Thank you for your patience and support at this time. We understand that these changes will impact you and your family and if there is anything you feel we can do to support you, please do reach out to us.

info@westham.newham.sch.uk or call 020 8534 3904

If you or your child feel ill and you want to know what to do next, please use [NHS 111 online](#).

The staff and I wish you well.

Kind regards,



Mrs James

Headteacher