



# Queen Mary's Grammar School

Headmaster: R J Langton, M A

26<sup>th</sup> March 2020

## Update to school closure letter – children of identified key workers

Dear parent/carer

Since Monday 23<sup>rd</sup> March, in line with the government directive that we are not open as a school, we have been operating as a facility to provide care for children. We have been providing this for children of key workers and for those children in vulnerable groups who require this service. Thank you to all of you who have only used this service if absolutely necessary.

You indicated on your online survey return that you are a key worker and that you do not have adequate and age-appropriate childcare in place during the period of school closure and I am writing to you with updates of the service from Monday 30<sup>th</sup> March.

Since Wednesday 25<sup>th</sup> March, we teamed up with Queen Mary's High School, to reduce the staffing levels and to only open one school at a time. We hosted a member of staff and a small number of students from QMHS here, respecting the DfE guidelines on social distancing. We have been spacing out the students, encouraging good hygiene and are regularly cleaning surfaces in classrooms, including desks and handles, and within toilet blocks and changing rooms.

From Monday 30<sup>th</sup> March-Friday 3<sup>rd</sup> April, we will be providing the same service as previously, but it will be located at Queen Mary's High School (Upper Forster Street, Walsall WS4 2AE). We will be providing a member of our senior leadership team each day for supervision. The rules and expectations are similar to previously:

- Students will be expected on site from 9am-3pm; they should report to the reception at QMHS
- Lessons will not be taught. Sessions will be supervised only to ensure students complete the tasks provided.
- Students may be organised in different age groups.
- Students should come with resources (including devices) to work through their pre-prepared home study materials
- Full school uniform is required, with a PE kit for any sports
- Normal school rules regarding hair and make-up will apply
- Normal school rules regarding mobile telephones will apply
- Sessions may be longer as we will not operate the normal school timetable
- A packed-lunch/snacks need to be provided
- There will be significantly reduced staffing due to self-isolation / underlying health conditions

To help ensure that the risk of virus spread for both staff and children is as low as possible, it is important that:

- children, parents, carers or any visitors, should not visit the school if they are displaying any symptoms of coronavirus (COVID-19)
- please consider how children arrive at the education or childcare setting and reduce any unnecessary travel on coaches, buses or public transport
- parents should not gather at the school gates
- ensure that children wash their hands with soap and water for 20 seconds frequently, and are encouraged not to touch their face, while using a tissue or elbow to cough or sneeze and using bins for tissue waste. If children or young people have trouble washing their hands, ensure help is available

If you meet the key worker status and you require childcare in the W/B Monday 30<sup>th</sup> March, please confirm this with us by 4pm on Friday 27<sup>th</sup> March via the [enquiries@qmgs.walsall.sch.uk](mailto:enquiries@qmgs.walsall.sch.uk) email address.

We shall continue to work to support the students and please do contact the school through with any questions.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R. J. Langton', written in a cursive style.

Richard Langton, Headteacher