



Longmeadow Primary School

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10th March 2022

Dear Parent/Carer,

I hope you and your loved ones are all healthy.

As the country moved from Step 4 of the roadmap, it is imperative to reduce the disruption to children and young people's education. Our priority is to deliver face-to-face, high-quality education to all pupils. However, we have had to plan for the possibility of an outbreak and what actions we would take to reduce further spread.

Unfortunately, an outbreak has been declared due to the number of positive cases here. In line with the latest national guidance and as required by the Public Health team of Hertfordshire County Council we are therefore implementing our Outbreak Management Plan and will be reintroducing the following measures until Monday 21st March 2022 when they will be reviewed to see if they are still necessary.

Face Coverings

- Re-introduction of face coverings for visitors in corridors and communal areas, including staffrooms (where close contact cannot be avoided).
- **Parents** – Recommendation of wearing face coverings on school grounds

Shared Areas

- Designated toilets for year groups
- Equipment sharing may also be limited, and any shared resources, such as sports, art, and science equipment, will be cleaned frequently and between use by different classes / groups.

Limiting activities

Planned events / activities will be reviewed and risk assessments conducted to determine if these can proceed in line with an agreed system of additional controls or should be postponed.

For example:

- **Open days, transition or taster days**
- **Visitors / parental attendance**
- **Performances / events**
- **Assemblies**
- **Offsite visits**
- **Sports fixtures with other schools**

Reduction in interaction / close contact situations

- Re-introduction of space at the front of the class to enable staff to maintain distance from students.
- Layouts and capacities for shared spaces such as offices, meeting rooms, staff room etc. will be reviewed to limit numbers.
- Face to face meetings to be restricted to those which are essential.
- Large meetings / all staff briefings will be re-scheduled or undertaken remotely to reduce contact between staff.

Staffing

Decisions on staffing levels will be made dependent on numbers / needs of pupils present in school.

Re-introduction of bubbles

Reintroduction of bubbles for a temporary period

Shielding

If a pupil needs to shield, then we will provide remote learning.

Attendance restrictions

Restrictions on attendance are a last resort, remote learning plans will be reintroduced

- **Early Years**
Vulnerable children and children of critical workers are being allowed to attend.
- **Primary Schools**
All vulnerable children, children of critical workers can attend.

School meals

- The school will continue to provide meal options for all pupils in school.
- Free school meals support in the form of meals or lunch parcels will be provided for those eligible for free school meals and not attending school

This action is taken as a last resort and will be for the shortest amount of time possible.

General COVID information

Symptoms

- a high temperature
- a new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours
- a loss or change to sense of smell or taste – this means they cannot smell or taste anything, or things smell or taste different to normal

If you are not sure whether you or your child's symptoms suggest that they have coronavirus or an everyday cough or cold, you can consult this online NHS symptom checker: <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>



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For most people, coronavirus (COVID-19) will be a mild illness. If you are concerned about your child's health or the health of anyone else in your household please seek advice from your GP, use NHS 111 online <https://111.nhs.uk/> or call NHS 111.

There are things you can do to reduce the risk of getting COVID-19:

- 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 to your destination
- 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 is available at <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Thank you for your co-operation, we wish those affected by coronavirus (COVID-19) a speedy recovery.

Yours sincerely

The Longmeadow Team

Appendix A

How to book a test online when you have been identified as a close contact but do not have symptoms yourself

- 1) Go to [Get a free PCR test to check if you have coronavirus \(COVID-19\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/get-a-free-pcr-test-to-check-if-you-have-coronavirus)
- 2) Scroll down and select start now
- 3) Is the person who needs a test an essential worker? **Select NO**
- 4) Test available scroll to bottom **Select continue**
- 5) Does the person who needs a test have coronavirus symptoms? **Select NO, none of these symptoms**
- 6) Has the person been asked to get a follow-up test? **Select NO**
- 7) Is the person who needs a test part of a trial or government pilot project? **Select none of the above.**
- 8) Why are you asking for a test? **Select I've been told to get a test by my local council, health protection team or healthcare professional.** Then **Select My local council or health protection team has asked me to get a test, even though I do not have symptoms.** **Select continue**
- 9) Complete your details and select how you wish to receive your test.