



VICTORIA PRIMARY COVID-19 CONTINGENCY PLAN

INFORMATION FOR PARENTS

PLEASE BE ADVISED THAT, AT THE TIME THIS LETTER WENT TO PRINT, SCHOOL REMAINS OPEN

Context:

In light of the first confirmed cases of coronavirus in Northern Ireland and the increasingly rapid spread of the infection in other parts of the UK, consideration has been given to contingency measures to be taken in a number of different scenarios, including school closures.

School will, as far as possible, follow advice published by the Department of Education (DENI) and the Public Health Agency (PHA). Currently, schools are advised to adopt a 'business as usual approach'; however, as this is a developing situation, updated information will be checked on a regular basis at <https://www.publichealth.hscni.net/news/covid-19-coronavirus>.

In the event of a school closure, staff will continue to work to ensure as far as possible that pupils can continue with their learning.

Pupils or staff displaying symptoms:

Currently, only staff and pupils who have travelled to affected areas in the last fourteen days are deemed to be at risk. Pupils/staff who do not display any of the symptoms listed by the PHA are not required to take any action. Those who are symptomatic are required to stay at home, consult their GP and, if possible, take a test for coronavirus. If a test returns a negative result and the person concerned is symptom-free, there is no reason not to return to school. This information will be communicated to parents via **OUR SCHOOL APP**.

Parents are asked to inform school by email info@victoriaps.carrickfergus.ni.sch.uk as soon as possible if any household members have:

- (a) become infected, or
- (b) been advised to self-isolate

and to keep our pupils at home until they are advised otherwise by their GP or health authorities. In all cases, the identity of individuals who have contracted the virus will remain confidential.

Learning and Teaching:

The following steps will be taken so that everyone is prepared in the event of a school closure:

- Staff in each year group will prepare numeracy and literacy work (re-cap and revision work) to cover a two-week period. Suggestions for World Around Us topics to be investigated will also be communicated to the relevant age groups. In the event of a school closure our parents will be contacted by **OUR SCHOOL APP**.
- In the event of a closure the Principal will communicate between teachers via school email accounts and with our governors via their personal email accounts.

School trips to venues in Northern Ireland

The following trips involving pupils are planned:

- Various Year Group Summer Day Trips
- Various sporting fixtures and tournaments.



Victoria Primary School & Nursery Unit

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In all instances, school will follow government advice (<https://www.gov.uk/guidance/travel-advice-novel-coronavirus>), and the trips will go ahead as planned unless travel restrictions are in place.

If pupils cannot participate in a trip because it has been prohibited by the relevant authorities, or cancelled by school, the school will endeavour to reimburse parents if appropriate insurance can cover the cost. Parents who are anxious about their children travelling on any of these trips can withdraw them at any time, although no reimbursement can be guaranteed. Staff who are anxious about travelling on school trips should speak to the Principal.

P7 Trip to Loch Insh

Parents in Primary Seven have already received a detailed update.

Hygiene:

Pupils and staff are advised to follow advice from the PHA, particularly in relation to handwashing and disposal of paper tissues. This advice will be reiterated to pupils and published in correspondence with parents.

Cleaning:

In line with advice from the PHA, there are no particular requirements for cleaning of schools at present. However, cleaners have been asked to ensure that handrails and door handles are cleaned regularly and that special attention is given to ensuring that soap is replenished daily in staff and pupil toilet areas.

Communications:

Staff will be updated at staff meetings and in the event of a school closure, via C2k email, school app and the emergency contact tree.

Pupils will be updated in class, and our parents via **OUR SCHOOL APP**.

When school receives new information, this will be sent home to parents via **OUR SCHOOL APP**. In the case of an unplanned school closure, the school will communicate via **OUR SCHOOL APP**.

The Principal will keep in regular contact with the Chairman of the Board of Governors.

Thank you for your continued understanding and support.

Mr C. Fulton
Principal