



Totley Primary School
Sunnyvale Road
Totley
Sheffield
S17 4FB

0114 2364 482 📞
enquiries@totley.sheffield.sch.uk ✉️
www.totley.sheffield.sch.uk 🌐

Headteacher: Mr Ben Paxman
Chair of Governors: Mr Alex Munro

2nd March 2020

Dear Parent/Carer

Information about Coronavirus and school

The coronavirus outbreak and recent media coverage has understandably caused some concern. We are therefore issuing this letter with the latest advice and guidance from government and other authorities.

Schools are updated on a daily basis by the Department for Education (DfE) who liaise with other organisations, such as Public Health England (PHE). We monitor this advice and ensure it is followed.

The current advice is that schools should stay open and operate as normal, and all children continue to attend, unless there is a change in official advice.

Schools have been asked to promote good hygiene, specifically;

- Washing hands after going to the toilet, before eating and regularly at other times of the day
- 'Catch it, bin it, kill it' when coughing and sneezing, so that tissues are used once and then disposed of
- Using approved products and routines to ensure that areas are cleaned appropriately

Useful DfE guidance to schools can be found at;

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

The NHS link below provides further advice;

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

If you have any queries or questions, please do not hesitate to get in touch with school.

Yours sincerely

Ben Paxman - Headteacher

