



# MAIDEN ERLEGH

## CHILTERN EDGE

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### Dear Parents/Guardians

Earlier today you would have received an email for Miss Davies regarding the next few days and a limiting of school activity in the context of the COVID-19 and its implications for our community. As per the government briefing on Monday evening, please make sure you are following all government advice regarding self-isolating for 14 days if symptomatic and keeping whole families safe. Below mentioned key advice from the government:

- if you live with others and you or another member of the household have symptoms of coronavirus, then all household members must stay at home and not leave the house for 14 days. The 14-day period starts from the day when the first person in the house became ill. It is likely that people living within a household will infect each other or be infected already. Staying at home for 14 days will greatly reduce the overall amount of infection the household could pass on to others in the community
- for anyone in the household who starts displaying symptoms, they need to stay at home for 7 days from when the symptoms appeared, regardless of what day they are on in the original 14-day isolation period.

The symptoms are:

- A high temperature (37.8 degrees and above)
- A new, continuous cough

The full stay at home guidance for households with these symptoms can be found here:

- <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

The Prime Minister's statement from Monday 16 March can be found here:

- <https://www.gov.uk/government/speeches/pm-statement-on-coronavirus-16-march-2020>

I would like to further reassure you that we are doing everything behind the scenes to ensure that we are ready for a potential shutdown. Our students have been prepared by being Google Classroom readied with class codes and invites. Staff have had two training sessions and been provided with online tutorials guiding them on using the platform and on the types of work that would be appropriate. We have asked staff to upload all of this week's work onto Google Classroom in order that any absent students can still access their work. We will produce a separate document with more technical guidance for parents and students on accessing Google Classroom from home. We have asked any students without technology to access Google Classroom and Show My Homework to let us know who they are so that we can make alternative arrangements for them, however, it would also be helpful if their parents contact us confirming that their child doesn't have access to technology at home.

Our staff will do everything they can to respond to student enquiries during their lesson times however many of the teachers at MECE also have children or other caring responsibilities so it may be that they are unable to be at the computer all of the time and may be working a more flexible day around these commitments.

If you feel that our systems are not working or are unrealistic please do not hesitate to contact the school via a dedicated email address: [MECEGC@maidenerleghchilternedge.co.uk](mailto:MECEGC@maidenerleghchilternedge.co.uk) rather than the individual class teacher and we will do all we can to resolve matters. Similarly, password resets can be requested from [googleclassroom@maidenerleghschool.co.uk](mailto:googleclassroom@maidenerleghschool.co.uk)

With regard to the work that may be set during the closure I have the following guidance:

**In the event of a school closure our students will be expected to:**

- Take responsibility for their own learning;
- Check Google Classroom daily for notifications, instructions, and feedback;
- Spend a minimum of 5 hours a day on lesson activities and tasks set by their teachers;
- Complete all tasks on paper or online as required and meet any deadlines given;
- Engage in any other learning activities their teachers have prepared, including extended tasks;
- Apply the transferrable skills they have developed and be resilient and resourceful;
- Show us what they can achieve!

**We would be grateful if you could ensure, as far as you are able, that your son/daughter:**

- Is able to access Google Classroom and routinely check;
- Engages in the lessons and learning opportunities provided by his/her teachers;
- Spends 5 hours learning each day and completes all tasks on time;
- Keeps in touch with his/her teachers.

To ensure students still have access to pastoral support, all students are going to be issued with a "take-care card" which includes the details of a variety of helplines and websites they may find useful. We have also set up an email address to the safeguarding team that students could use if they have any concerns about themselves or others. The address for this is: [necesafeguarding@maidenerleghchilternedge.co.uk](mailto:necesafeguarding@maidenerleghchilternedge.co.uk)

Thinking about the wider interests of the community in which we live, we would also like to encourage everybody connected to the school to think about our immediate neighbours and those who are most vulnerable. As social distancing measures are introduced, we would all want to make sure that the elderly and isolated people of the local area who live alone are not forgotten.

We would like to thank you for all the support you have given as we manage this challenging and developing situation.

Yours faithfully,

A handwritten signature in black ink that reads "A. Hartley". The signature is written in a cursive style with a large, sweeping flourish at the end.

Andy Hartley  
Headteacher