



Windsor Hill Primary School  
5 Church Avenue,  
BT34 1DY  
Newry,

Tel: 028 3026 4047

e-mail: [imckane521@c2kni.net](mailto:imckane521@c2kni.net)

**Principal: Miss I McKane**

**Vice-Principal: Mr. P. Morrow**

School Website: [www.windsorhillps.co.uk](http://www.windsorhillps.co.uk)

Tuesday 14<sup>th</sup> September 2021

Dear Parent / Guardian,

### Updated Covid Guidelines

While the responsibility for Track and Trace of positive Covid 19 cases last week transferred to the Public Health Agency, infection rates throughout Northern Ireland remain high and we must all remain highly vigilant.

In school we are continuing with frequent enhanced cleaning and sanitizing etc. throughout the school day. Sammy and his cleaning staff work tirelessly to support us with this, which is very much appreciated.

Everyone's compliance with the following is requested:

- Only parents of P1 pupils should accompany their children into school each morning. All parents must report to the office and at no time are permitted to go directly to classrooms.
- Parents must maintain social distancing at all times around school and are asked not to linger around the gate, whether leaving children into school or collecting them in the afternoons.
- Please do not send your child to school if they are unwell and especially if they have any Covid 19 symptoms:
  - *A high temperature or*
  - *New, continuous cough or*
  - *Loss or change in sense of taste or smell.*

Keep pupils with these symptoms at home and book a PCR test. Details are available at:

<https://www.nidirect.gov.uk/articles/coronavirus-covid-19-testing>

Children should continue to isolate at home until a negative test result is received and should not return to school until 48 hours after symptoms have stopped.

If a child tests positive they are required to isolate for 10 days from the date of the positive test result.

- If your child tests positive for Covid 19 please contact school and inform us immediately. (While it is the Public Health who initiate track and Trace we can issue parents of pupils in the class with an alert letter and will work with PHA and parents of close contacts.)

### Provision of work for home during isolation

We are continuing to use Seesaw as a means of communicating with parents and providing information about homework etc. We would appreciate everyone's understanding, as we are now at a stage in this pandemic, where some pupils can be at home waiting on PCR tests or results, some isolating etc., while the rest of the class are in school. In this situation teachers cannot provide the volumes of work on Seesaw which had previously been set during a complete lockdown where their sole focus was online learning activities. Their first responsibility has to be to the children in the classroom and last week, for the first time, we saw the difficulties trying to juggle both groups can create.

Having consulted with EA and colleagues, aiming to make this workable for everyone in the future, we will provide children who are isolating, literacy and numeracy practice activities through Seesaw. (Our staff are teaching and you may have to wait to later in the day for these activities to be posted). Work posted may include reinforcement activities, mental maths, numeracy practice work, reading, comprehension or age appropriate grammar work.

Where children are ill, please do not put them under pressure to complete Seesaw tasks when they are not fit. Our staff are conscientious and will, working with our teaching assistants, enable pupils to get caught up on their return.

### Payments Request

Please ensure that the **correct money** is sent into school and that all envelopes are clearly labelled with the pupil's name and details about what the money is for. It would be appreciated if money for the week is sent on a **Monday morning**. We do not have change to be able to give change for large notes for fruit money (30p per item). Your help will be very much appreciated.

Apologies that this is a list of instructions, everyone's support is needed as we work in the best interests of our whole school community. If you have any questions in relation to the content of this letter, please do not hesitate to contact me directly.

Yours faithfully,  
Miss I McKane  
Principal