

# Woodland House Group

C/O Chessgrove Park Day Nursery Limited  
Ditchford Bank Road, Hanbury, Nr Bromsgrove, Worcestershire, B60 4HS  
01527 821309 | glenis@woodlandhousegroup.co.uk

15<sup>th</sup> March 2020.

Dear Parents,

## Coronavirus (COVID-19)

Coronavirus has been declared as a public health emergency of international concern and has spread to numerous countries around the world. Confirmed cases of Covid-19 are increasing in the UK and new measures were introduced by Boris Johnson at the end of last week escalating the Governments response to the second phase – moving from trying to contain the virus to delaying its spread.

I want to take this opportunity to keep you informed about what we are doing as a business and carer of your child, in response to the current Coronavirus situation.

As young children are currently not a vulnerable group in the population it is business as usual for Woodland House Group of Nurseries – School House, Woodland House, Chessgrove Park and Tudor Hall. This will remain the case unless the following occurs:

- Government policy / advice changes – we are constantly reviewing this and checking for updates several times each day.
- Any of our staff or children develop symptoms – in which case we will inform any of our families / staff who have been in contact with the affected person and we will follow the Government guidelines.

However, with a view to assisting in delaying the spread of Coronavirus I have made the decision not to proceed with Mother's Day and Easter events across the Group; Parents Evenings are also postponed until further notice. Wherever possible similar events will be re-scheduled at a later date.

I am very grateful to all of you for carefully following the advice given by Public Health England and the NHS. As we all know, this involves regular hand washing, keeping our hands away from our face and the scrupulous cleaning of surfaces on which the virus can live.

At Woodland House Group we are committed to keeping our children, families and staff safe and reducing the risk of spreading the virus by maintaining our usual robust safety, hygiene and health procedures and processes throughout our Nurseries.

In addition, regular update and review meetings are taking place with our Contract Cleaners; additional cleaning is being carried out in bathrooms and kitchens in our Nurseries across the middle of the day, more regular cleaning of door handles, biometrics readers, doorbells etc is also being carried out.

Tissues and hand sanitiser for your use can be found in each of our entrance halls.

# Woodland House Group

C/O Chessgrove Park Day Nursery Limited  
Ditchford Bank Road, Hanbury, Nr Bromsgrove, Worcestershire, B60 4HS  
01527 821309 | [glenis@woodlandhousegroup.co.uk](mailto:glenis@woodlandhousegroup.co.uk)

The Government has now decided that everyone who has a new, persistent cough and/or a high temperature should self-isolate for seven days; I know that you will support us by following this advice. Please contact your Nursery Manager should you decide to self-isolate or in the event of your child becoming unwell, please follow our usual Nursery procedure.

We continually monitor the health of the children in our care and will react quickly in the event of any rise in temperature or changes in behaviour. Equally we are committed to acting promptly in relation to any member of staff displaying the symptoms of Coronavirus.

I would also request that as you notify your Key Person or Nursery Manager of your holiday dates for the remainder of the year, you also inform us of the destination if you plan to travel outside of the UK. Equally, if you return from travel abroad, please let us know this information too.

Thank you all for remaining calm and purposeful during this difficult time and as always, thank you for your continued support. Please do not hesitate to contact me or any member of the Team for further information – we will all do our best to reassure and help you. I will email further information as the need arises.

Warmest regards,



Glenis Keenan,  
Managing Director.