

Tuesday March 17th 2020

Dear Parent/ Carer

**COVID-19 (Coronavirus) Update**

As you will be aware, the situation regarding COVID-19 is rapidly evolving. We monitor developments on a daily basis using advice and guidance sent out to schools.

The latest advice from the government is that if any young person or adult experiences the following symptoms that they are to self-isolate and stay at home for 7 days. If anyone in the family show the symptoms, all members of the household should isolate for 14 days:

* a high temperature (defined as a fever of above 37.8C)
* a new, continuous cough

This does not include sore throats, stuffy noses or headaches - so be mindful and safe but also pragmatic.

As a result of some staffing changes due to yesterday’s announcement, we are making a number of changes to Year 12 and Year 13 timetables. Just to clarify at this point that the**school remains open** and we will continue to follow the government's advice on this. The purpose of the below changes are to help minimise the risk of passing on Coronavirus but to still ensure that students continue to benefit from quality, face-to-face teaching as far as possible:

1. We are suspending**Independent Study** for Year 12 and Year 13. Students are expected to attend ALL LESSONS and will be expected to work on homework, PREP and Coursework in their own time. We will continue to provide chromes in the cyber cafe this week and students are free to work there if they wish to do so.
2. Year 12 and 13 **Form time and assembly** are also suspended. Students should arrive 15 minutes before their lessons start and will be registered in their individual lessons.
3. There will be no **Employer Engagement** on Wednesday **but** all other lessons on Wednesday will go ahead for Y12 and Y13.
4. All **assemblies** are cancelled until further notice.
5. All **trips and offsite activities** are cancelled until Easter at the earliest. This unfortunately includes the Y11 residential to PGL. Further details regarding payment refunds will follow.
6. There will be **no PE** for Year 10 students and this is cancelled until Easter. Year 10 students will finish at 3.10pm every Tuesday.

If we were asked to close by the Department for Education, we would inform you through our communication channels including email, text, Twitter and our website. We intend to deliver a timetable of most subjects through online learning. We have spent time training staff and allowing all students to access lessons and resources using Google classroom. This will enable students to keep up with their work using Distance Learning.  We will also keep you informed of the work they are expected to complete.  If you do not have access to wifi at home please let your student's tutor know.

There is also a possibility we might have to carry out a partial closure. This could happen if staff absence made it impossible to run classes safely for all students. Again we would inform you of any partial closures and any temporary changes to the school day.

If you are coming to meet staff in school, we request that you do not shake hands with staff. Please do not think of us as being discourteous. We just want to minimise risk of infection.

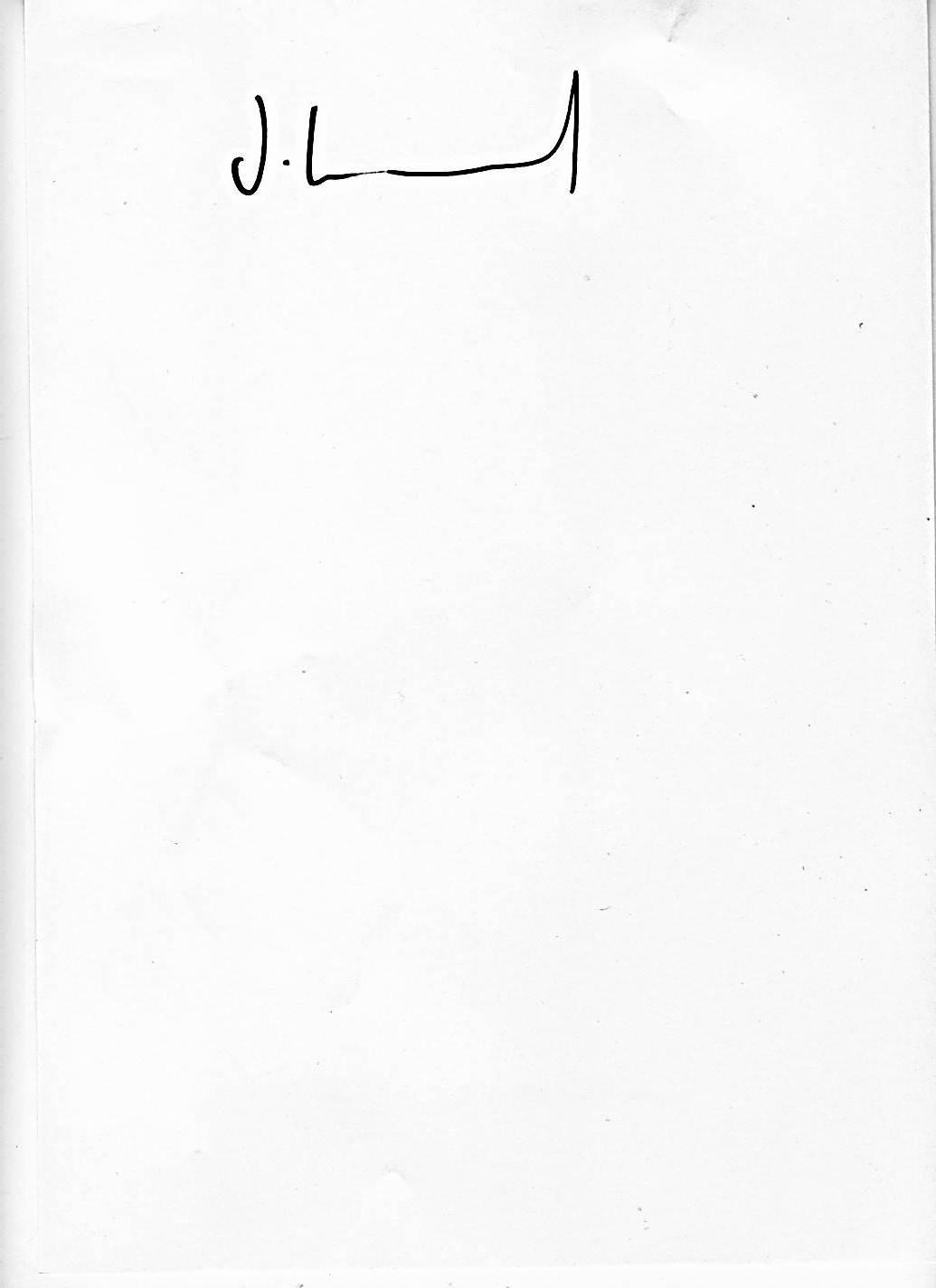
The following website, email address and helpline is available from 8am-6pm Monday to Friday, if you have any other concerns:

* [dfe.coronavirushelpline@education.](http://mailto:dfe.coronavirushelpline@education.gov.uk/)[gov.uk](http://gov.uk/)
* Phone number: 08000468687
* <https://www.gov.uk/coronavirus>

It is clearly difficult to predict what will happen over the next few weeks and months, but we ask that you support us in taking a calm and pragmatic approach. I have no idea currently about any impact on exams - the advice thus far has been to keep preparing students for them as they will go ahead - so that is what we are doing.

Hopefully COVID-19 remains less of a risk than seasonal flu. We will keep monitoring developments and always ensure our decisions are made with the safety of our school community a priority. Again, we will continue to communicate with you and keep you updated.

Thank you in anticipation of your support.



Mr Jay Lockwood

Principal