

Dear Parent / Carer

I am writing to update parents on the actions the school is taking in regard to the COVID-19 virus.

We are receiving daily updates from the Department for Education and Public Health England (NHS), and we are following any advice they issue to ensure the wellbeing of all our students and staff. The school has contingency arrangements in place to support students in the event of the Government issuing a notice for schools to close. In the meantime it is important to stress that people need to be proportional and considered in their response to this rapidly changing situation.

The school remains open as usual to all students. Students should ensure that they continue to help to keep themselves and others safe by following basic hygiene advice. Everyone should wash their hands regularly with soap and water for at least 20 seconds and/or use alcohol sanitiser (available in every classroom).

As a precautionary measure we are cancelling the Theatre trips due to take place over the coming weeks and will provide a full refund. All sporting fixtures have been cancelled and we will suspend our Year 6 programme of lessons. The Berlin residential trip has already been cancelled.

We fully appreciate that Year 11 students and parents may be particularly concerned in regard to summer examinations. The examination boards, Ofqual and JCQ are working on contingency plans in case of possible disruption to public examinations. Their advice at this time is for students and schools to continue with the published examination timetable as normal.

If we are directed to close, the school are making preparations for all students to be able to access work online via 'Show My Homework'. Please check with your child that they have home access to their school email accounts and google documents linked to their school account. If they do not, they should bring this to the attention of the ICT technician immediately so this can be rectified. Year 11 will have work provided to support them with their examination preparation.

As of today, there are no known confirmed COVID-19 cases at our school.

If your child becomes unwell and is showing signs of illness, specifically

- a high temperature
- a new, continuous cough,

then the advice from the NHS is to stay at home and self-isolate for the recommended time. Latest information can be found at: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

If you know your child has had direct exposure to a confirmed case of COVID-19 they are advised to remain self-isolated at home for the recommended time and inform the school. Any absence due to this illness or the need to isolate will be authorised. If your child or a member of your family has a '**confirmed**' case of COVID-19, please remember to advise the school as soon as possible.

We understand there will be a great deal of anxiety surrounding the COVID-19 outbreak. Please be assured that the school will continue to operate with the safety and wellbeing of our students and staff at the heart of any decisions we take.

Thank you for your understanding and support during this challenging time.

Yours sincerely

Mr N. K. Willingham  
Headteacher