

13 March 2020

Dear Parents / Carers

Coronavirus (COVID-19)

Following the letter sent out last week, I wanted to update you on the latest position regarding the Coronavirus and school, where we continue to have no confirmed cases of the virus among staff and students.

Latest guidance from the Government regarding staying at home

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- new continuous cough and/or
- high temperature

If your son or daughter has these symptoms of coronavirus infection, however mild, they must stay at home and not leave the house for 7 days from when the symptoms started. For full details regarding this, see [here](#).

If your son or daughter becomes unwell and believes that they have been exposed to COVID-19 (either through travel to a specified country or area or contact with a confirmed case), follow the gov.uk guidance [here](#).

Contacting school regarding absence

You must call the school's absence line on 01434 610310 on the first morning that your child is off school as a result of self-isolation. If your child tests positive for the Coronavirus, please notify the school immediately.

Learning from home

As things stand, schools in England will remain open other than in specific local circumstances. However, it is likely that absence from school will steadily increase. Because of this, we are making arrangements to enable those who are absent to continue their education using online resources at home. I will write to you next week with details of this.

Should staff absence reach a point where we cannot provide a safe learning environment for all, we will prioritise those groups that have examinations later this year. Other students may be required to go home, which we will communicate and manage appropriately at the time.

Trips and Visits

In line with government advice, we have cancelled all overseas trips until further notice. Furthermore, we have also decided to cancel all residential trips within the UK, for the time being until the end of April. This is because, in a rapidly changing situation, we do not want students or staff to be far from home when advice may change or individuals could become ill. We will review this position over the coming weeks and will make decisions in due course on any trips planned for

later in the year. This is not a decision we have taken lightly, and I appreciate it will be disappointing to those who were looking forward to going on the trips.

The school will co-ordinate the pursuing of insurance claims for cancelled trips. This is likely to take some time as our insurers will be receiving a large number of claims, so we ask for your patience in processing refunds. We will contact parents to whom this applies when we have further information.

For the time being, day trips and sports fixtures within the region will go ahead as planned. We will continue to monitor this and will advise you should this position change.

If you have any specific concerns regarding your child and the Coronavirus, please contact the school.

Yours sincerely

A handwritten signature in black ink that reads "J Andriot". The signature is written in a cursive style with a large initial 'J'.

Mr James Andriot
Head of School