

16 March 2020

Dear Parents/Carers

With the escalating situation in respect of the Coronavirus we would like to reassure our parents and carers of the action being taken across our Trust and in all of our schools.

It is hard to navigate the unknown, but as we continue to better understand how to slow the spread of COVID-19 we want to do all we can to keep our staff, students and stakeholders healthy and safe, and to ensure high quality educational provision can continue, wherever possible, in all of our schools.

Currently, all of our schools are open as usual and are following UK Government recommendations and measures to help alleviate the risk of increased infections. Detailed advice on the necessary precautions has been given to all schools, to include:

- Ensuring good hygiene practices are in place to reduce risks of exposure – promoting regular and thorough handwashing and limiting physical contact.
- Making sure facilities are in good condition and contain hot water, soap, tissues and hand sanitiser - posters are displayed in all our schools to promote this.
- Providing education to staff and students on how to spot the symptoms of the virus with a clear flow chart to follow if there are concerns.
- Requesting that students, parents, staff and stakeholders inform Headteachers if they have recently returned from overseas travel; in line with Government guidance.
- Developing Emergency Contingency Plans which provides actions for the many possible situations that may occur as a result of the pandemic.

From Monday 16th March, a range of additional precautionary measures have been put in place in all our schools in order to ensure they can stay open, learning can continue, and our staff, students and stakeholders can remain as safe as possible within current guidelines. Each school will be in touch with any individuals affected by these measures. The additional measures, include cancellation/postponement of the following until Easter in the first instance:

- All planned school events – performances, events, parents' evenings.
- All non-urgent and non-essential meetings, to include internal meetings and meetings with external stakeholders.
- All trips and visits.
- All school sports fixtures or other competitions.

At the current time, the Government has not made any announcement about enforced national school closures. Comprehensive advice has been given to schools in the event that schools need to close. Each school has its own plan in place which they will communicate to parents and carers during such event.

There is bound to be much concern and anxiety about the forthcoming A Level and GCSE exams. Each school is working hard to ensure not a moment of learning is lost whilst our schools remain open. Each school is also developing plans to provide high quality work for students should it become necessary to close. We will continue to monitor examination advice and guidance from the Government and will ensure this is shared with students, parents and carers as quickly as possible.

As the COVID-19 situation changes, our plans may too. Regular and effective communication will be even more important than ever. Our schools are working hard to ensure you are kept informed. Please ensure you check the relevant school websites, social media channels and other communications home in order to keep up to date with the latest developments. Please also ensure that the school has the most up to date contact information for you.

We hope you and your families stay healthy and safe, and we appreciate your support in keeping others safe during these unprecedented times. WE understand that families may face a range of difficulties too during this difficult time. If you do have any questions or concerns, or we can be of assistance in any way, then please contact your child's school directly.

Your sincerely

A handwritten signature in black ink, appearing to be 'Bev Matthews', with a stylized initial 'B' and a long horizontal flourish extending to the right.

Bev Matthews
CEO Minerva Learning Trust