

**TO ALL PARENTS/CARERS**

Our Ref: SKN/lha

13<sup>th</sup> March 2020

Dear Parents/Carers

As the situation continues to change in relation to COVID-19 we would like to share with you our planning in relation to the updated Government advice, and in relation to any future requirements for Academy closure.

We can assure you that at the time of writing we still have no reported cases of any student or staff member diagnosed with COVID-19 in any of the Cabot Learning Federation academies. We are continuing to follow the advice of the UK Government and Public Health England and will not close unless directed to do so.

As you may be aware from the recent Government announcements, those suffering with even mild symptoms akin to those of coronavirus (persistent cough, fever) should self-isolate for 7 days. This may mean your child having to miss school; please do contact the Academy on the first day of absence if this is the case for your child. Please do note that the Government is **not** requesting whole households to self-isolate if one member of the household has a persistent cough or a fever. At some stage in the future this advice may change and should this be the case we will be sure to update you.

We understand that you, or your child, may be feeling anxious about the impact of a possible future Academy closure on your child's learning, particularly if they are due to sit tests or public exams this summer. Plans are in place to continue to support students and staff in the event of closure. These include contingencies should we need to close for a short period of time for a deep clean, as well as for any longer term directed closures. We are also considering a variety of options involving partial closure i.e. the Academy open part time or for some Year Groups and not others, in line with Government guidance on self-isolation, should we find ourselves in a position where we cannot safely and effectively run the Academy at full capacity because of staff absence.

Should we need to close for a deep clean, or for any other reason, we will inform parents/carers through our usual communication route advising both when the closure will take place and when children should return to the Academy.

In the event of being directed to close, the Academy will be ensuring students can access learning via Show My Homework - please find enclosed with this letter parent/carer and student login details.

**How can you support your child(ren)?:**

You can support your child(ren) by ensuring they have a note of passwords to their Microsoft 365 account and other online learning accounts (such as Seneca Learning/Hegarty Maths), and where possible, have a quiet place to work in the home. If you have any concerns regarding access to any of the above please contact the Academy.

Whilst we are sharing the above, please be assured that there are no current indications that we will be closing. Please continue to ensure that your child attends the Academy as usual whilst following the advice on our website should they become unwell.

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We may need to contact you prior to, or during any period of the Academy closure, therefore, it is vital that we have up to date telephone numbers, addresses and email addresses for each of our students and their families. If you are in any doubt as to whether we have the correct information, please contact the Academy as soon as possible to update us.

Thank you for your continued support of your child(ren) and of our the Academy during this unusual time.

Yours sincerely



**Mr S T Kneller**  
**Academy Principal**

*The Department for Education helpline to answer questions about COVID 19 related to education. Staff, parents and young people can contact the helpline as follows:*

- Phone 0800 046 8687
- Email [DfE.coronavirushelpline@education.gov.uk](mailto:DfE.coronavirushelpline@education.gov.uk)
- Opening hours 8am to 6pm (Monday to Friday)

The Academy website has a page dedicated to providing access to Public Health England advice, this is updated daily at <https://www.clf.uk/coronavirus-advice/>