

5th March 2020 at 2pm

Dear Parents/Carers

RE: Coronavirus (COVID-19)

I know there is some concern amongst our school communities regarding Coronavirus and I write to reassure you of our actions. As always, some areas of the media are not helping with the way in which information is being shared. We are receiving daily advice from the government's Public Health Team (PHE) and the Department for Education and we are keeping on top of the current situation in the UK.

As a Trust, our schools are ensuring that all precautions are in place.

To reassure you further, we have assessed the risks and taken the following steps:

- We are taking all necessary steps to minimise risk as much as possible, as we would do to stop the spread of any virus
- We are communicating with our cleaning company on a daily basis on the cleaning standards in our schools
- Teachers have been instructed to ensure that children are washing their hands regularly
- Extra soap and sanitizers are being ordered as necessary
- Information on the virus and general good hygiene steps for parents has been published in school newsletters, noticeboards and websites
- School trips using public transport are going ahead as normal unless we are advised otherwise by the Government's Public Health Team
- Our Business Continuity Plans have been updated to ensure we have the necessary means to deal with an outbreak

To date, there have been no reports of any child or staff member in our schools having either contracted or being in any immediate risk.

We would also like to clarify that, based on the information we are receiving from Public Health England (PHE), there is absolutely no reason for any families to self-isolate. Should any families consider self-isolation then we would need to report this to PHE and your child's school.

We still expect children to attend school and should they not attend, proof of the required information will be needed. If this is not given children will be marked as having an unauthorised absence.

If you are concerned at all, do please speak to a member of the Leadership Team or the school's Health and Safety Manager.

Working together we can deal with this issue and I would like to thank all parents for their support in ensuring good hand washing and hygiene at home.

Yours sincerely



Paul Harris

Chief Executive Officer - TTLT

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