

14 September 2020

Dear Parents and Carers

### **URGENT COVID-19 COMMUNICATION**

We need to communicate with you urgently to make our position clear. Today, only six days into the new term, we have a significant number of key staff that are having to stay at home due to symptoms which could be Covid related. Unwell students have also had to be sent home. This is placing immense strain on our 'bubble' staffing arrangements! Getting tests is not straightforward as you may have seen in the media and this will inevitably mean those staff may be off work for several days, whilst they await the result. We have also had some students who are not well coming to School this morning and whilst, in more normal circumstances a cough or a cold would not be a reason for a child not attending, at the present time it is essential that they remain at home until completely well.

Immediately, we are instigating the following policy to manage the current situation:

- 1. No one with any illness that could be as a result of an infection will be permitted to stay on the School premises. We must err on the side of caution at this time;**
- 2. If staffing levels are insufficient at the beginning of the day to provide safe and secure provision for our children and young people arrangements will be made, in conjunction with yourselves, for students to return home from the 'bubbles' affected by the shortage of staffing. Staffing must be secure and safe to meet all personal care needs, healthcare needs including the administration of medicines, eating and drinking needs and other individual support that is required;**
- 3. To review during each day changes to staffing that may make it necessary to close early.**

Active consideration is also being given to extending the size of 'bubbles' to allow a more flexible use of staff but clearly there are additional risks with this approach. We are involved in a fine balancing act and no arrangements will be risk free! We are holding a full review on Tuesday (15 September) and will be in touch with you again this week.

Thank you so much for your help and co-operation at this time.

Yours sincerely,

Roland J Gooding OBE  
Principal

