

Dear

We thought it would be helpful to explain what we are doing in school with regards to the Coronavirus.

Firstly, we receive daily updates from the government, Public Health England and the Local Authority and we continue to follow their advice.

As an entire Trust of 13 schools, we have been through our emergency plans and developed contingencies should we have to close or partially close due to either government instruction or due to staff absence. In the event of any closure, partial or full, we will communicate with you through our official local media stations, parent text service and keep you updated through social media and the school website.

Current advice from Public Health England, the Local Authority and the government, is that schools remain open and we continue to expect excellent attendance unless you hear, via one of these methods, to the contrary.

In order to reduce the spread of any infection, students are also being given guidance by staff about good hygiene, which includes:

- Use of tissues to catch a cough or sneeze, then binning the tissue and washing hands.
- Washing hands frequently, particularly after using public transport, before leaving home, on arrival at school, after using the toilet, after breaks and sporting activities, before food preparation, before eating any food and before leaving school.
- Use an alcohol-based hand sanitiser if soap and water are not available. Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are unwell.

The Trust has also increased the cleaning of schools by ensuring that high traffic areas and touch surfaces are cleaned during the day more frequently. We are making provision for additional hand sanitiser to be available in dining areas and to ensure our hand washing areas remain well stocked.

All students have had lessons as part of their tutor programme about how to wash their hands effectively and to remind them to maintain good hygiene at all times. If you are aware that your child has any allergies relating to an alcohol-based sanitiser, please ensure that you contact the school and let us know immediately.

We are monitoring all trips and making decisions on a case by case basis, again following the latest advice from Public Health England.

We are now preparing to provide work for your child should we have to close the school for any length of time. Un-anticipated school closures are rare. However, it is always prudent to be prepared in the event that school should have to close to ensure that student education can still continue. We are well-prepared for the situation, with excellent IT systems in place. For some time, we have been developing our use of Google Drive: a cloud based drive where we can share resources. With Google Classroom, we can distribute work, grade and send feedback, and see everything in one place. All students have a school based email which staff will use to share work and communicate as needed. If you do not have access to an internet enabled device, please contact the Academy and we will look to provide alternatives where possible.

The precautions we are taking will assist the school in responding to any further government advice quickly and will enable us to pass on any guidance to affected families where necessary.

There is no reason why your child should not continue to attend school as normal: good attendance is essential for your child's education. As you will be aware from news bulletins, current guidance in

the UK is to carry on our daily activities as normal but be extra careful in terms of personal hygiene and take further precautions if travelling to one of the named more at risk countries.

We will continue to monitor the situation closely and should we get any new advice from Public Health England, the Department for Education or Lincolnshire Local Authority, we will inform you immediately.

Please be aware that this is a fast evolving situation and we do not underestimate the anxieties that families are facing. The most up-to-date advice to the public is available from www.gov.uk/coronavirus and we will continue to share any new information and advice specific to the school with you at the earliest opportunity.

I would like to take this opportunity to thank you for all your ongoing support at what we understand may be a concerning time for you.

Yours sincerely

Anna Leng (TGA Staff) Principal

You can find more information about COVID-19 on

- [NHS guidance](#)
- [NHS Frequently Asked Questions](#)
- [Advice for people travelling](#)
- [Guidance for non-clinical settings \(education, employers and businesses, social, community care and residential settings\)](#)

The Department for Education has also launched a new 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