

18 March 2020

Dear Parents/Carers,

As you will no doubt be aware, the Government has made a number of announcements in relation to measures to prevent the further spread of Coronavirus (COVID-19).

The health and safety of our students, staff and the wider college community is, as always, our number one priority. As you know, we have been closely following all government guidance relating to the virus. We have also taken all the necessary precautions since the national outbreak to prevent it from impacting the College and to keep students safe. **There are no confirmed cases of any student or member of staff at the College contracting Covid-19.**

Whilst the Government has not announced the widespread closure of schools, unfortunately the cumulative impact of the current measures has led to significant levels of staff absence for those staff with underlying health issues or the need to self-isolate.

Therefore, with great regret I have to inform you that we have suspended lessons for year 12 groups. **Year 13 students should attend as usual so that we can ensure they are as well-prepared as possible for their summer examinations which, in the absence of any national information, we must assume will continue as planned.**

Therefore, regrettably I have to inform you that we will be initially closing the College from 18/3/2020 until 1/4/2020 for Year 12 students, and we will continue to monitor the rapidly developing situation with regard to Year 13 students.

Whilst we understand that this is likely to cause disruption for you and your family, we have robust plans in place so that students can continue their education during this time. As always, we are committed to ensuring that our students receive the best possible education and will be working hard to minimise the impact of the closure on their education.

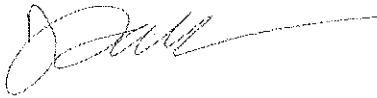
To this end, we have planned a significant amount of work that every student will be able to complete at home. Work will be set at the start of the week, on a teacher by teacher basis, for the 3 lessons in every week. Clear expectations of timeframes for the return of work/response to teacher will be indicated. The work has been set in a way that allows students to work largely independently and teachers will provide online support.

If a teacher is unwell and unable to maintain this contact, another member of the curriculum team will take over the distribution of work and the liaison with students. Teachers will use their already established means of communication with students e.g. College email, Tyber, Moodle, One Drive etc. In this period of closure, registers will be marked centrally.

Our Academic Coaches will continue to work as a primary point of contact for students and parents. Please keep in contact if you have any queries or concerns.

Further information will follow as we continue to monitor developments and heed government advice. In the meantime I would like to take this opportunity to thank you wholeheartedly for your understanding and ongoing support in helping us to manage this unprecedented situation.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Dr Martin Sullivan', with a long horizontal flourish extending to the right.

Dr Martin Sullivan
Principal