



# Sir John Cass's Foundation and Red Coat CofE Secondary School & Sixth Form

*We will achieve excellence and inspire generations the Cass Way*

Headteacher: Mr P. Woods

---

11th March 2020

Dear parents and carers,

## **Re: Coronavirus COVID-19 advice for schools**

It is important to update you again on the school's position on COVID-19, or Coronavirus. We continue to monitor and follow Public Health England (PHE) advice daily, while continuing to operate our school day as normal, keeping an informed, calm perspective. The school has a contingency plan in place, and it is being followed and updated as relevant.

We have ensured that staff and students are appropriately informed, including all important messages about good hygiene and hand-washing. Posters about this are displayed around the school and students have been briefed in form times. We have also provided additional sanitiser dispensers in key locations around the school. Students have been encouraged to use these in between hand washing. The DfE Helpline has confirmed that our approach, action and planning is correct and proportionate. As far as we are reasonably able to know and according to all advice, the school does not have any confirmed cases of Coronavirus.

You will appreciate that the school is not in a position to diagnose students' illnesses. If your child is unwell and has symptoms that concern you, you should call 111 to seek advice. At present, since we have not been asked to close the school, it is not appropriate to require teachers to plan both for lessons in school and for off-site learning at the same time. However, in the event of closure school work will be posted on Google Classroom and this can be accessed online by students who are unwell. Head of Years are able to support your child in accessing this information.

If and when school trips or activities have to be cancelled, we will keep you informed. We are seeking advice from PHE and the Foreign and Commonwealth Office on trips planned.

The school continues to follow guidance from the Department for Education. The current advice is that school should remain open. In the event that we are instructed to close the school, parents and carers will be informed of arrangements at the soonest opportunity. School work will be made available via Google Classroom for students complete off-site. We suggest that parents and carers consider plans for the care of their children should the school need to close. To emphasise, we have not been told that this is going to happen; it is just important to think ahead.

Below are links to the most reliable, information about the Coronavirus from Public Health England. This is also the advice that we are following.

Updates on COVID-19: <https://www.gov.uk/coronavirus>

Guidance for educational settings: <https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19>

Travel advice for those travelling and living overseas: <https://www.gov.uk/guidance/travel-advice-novel-coronavirus>

The DfE's helpline for schools, staff, students, parents, carers can be accessed by phone or email:

Phone: 0800 046 8687 Email: [DfE.coronavirushelpline@education.gov.uk](mailto:DfE.coronavirushelpline@education.gov.uk)

Opening Hours: 8am-6pm, Monday to Friday

The school will continue to follow PHE advice and will keep you informed of any implications in as timely a way as we can. Recent updates are usually available via the school website and social media channels. Our priorities are to ensure that our students and staff keep safe and well and to do all that we can to ensure we can continue to run our school day as normal, keeping things in perspective.

Yours sincerely,

A handwritten signature in black ink that reads "Paul Woods". The signature is written in a cursive style with a small flourish at the end.

Mr P Woods  
Headteacher