* 16th March 2020*

*Dear Parents/Guardians/Carers*

*I know many of you are concerned about the Coronavirus and how it might affect your son/daughters placement in College - Please note that we understand these are very worrying and challenging times for us all and we will endeavour to maintain regular correspondence in order to keep families and learners updated in relation to developments with COVID 19.*

*We are receiving, and responding to, regular updates from the Department for Education (DfE) and Public Health England (PHE) so that we have the most up to date information, advice and guidance.  Based on the current advice our College (and other services) remain open but we are taking extra steps to safeguard students and staff.*

*We are implementing a bespoke Pandemic Resilience Plan alongside updates to existing Risk Assessments to ensure we maintain continuity of service where we can; prioritising the maintenance of safe and clean environments alongside avoiding unnecessary risks.*

*Please continue to check and follow the latest guidance at:* [*http://www.nhs.uk/conditions/coronavirus-covid19/*](http://www.nhs.uk/conditions/coronavirus-covid19/)

*For students who display* ***either*** *of the following symptoms:*

* *a new and persistent cough*
* *a high temperature*

*We strongly advise that you do not send them into college and follow NHS Guidelines.  If students present with either of these symptoms in College, we will send them home to isolate as advised.*

*In College we will be taking all of the necessary measures to ensure students are monitored and supervised (where appropriate) to wash their hands at regular intervals.*

*We will also be altering our programmes so that visits to busy community settings or events will be avoided until further notice.*

*We hope this offers you and your son/daughter every reassurance that we are being extra vigilant in this difficult period of uncertainty.*

*We are acutely aware that things are changing quickly and we will do all we can to keep you informed if things change.*

*If you have any questions or concerns, please do not hesitate to get in touch*

*Yours sincerely*

*Patrick Cahill - College Principal.*