

17<sup>th</sup> March 2020

Dear Parent

Firstly, and most importantly, I hope you and your family are well. Please keep as safe as you can by following the latest government guidelines, a link to which is provided here:

[latest government guidelines](#)

You will, no doubt, be aware that schools are to remain open. We do not know if this will continue or if the government may ask us to close at a later date. However, we intend to remain open for as long as we can. We know how important it is to keep educating children and providing a safe place during the day.

The most likely threat to our ability to stay open is staff absence. So far, only very few staff have had to self-isolate and we hope that remains the case. However, we obviously cannot guarantee this will continue. If absences rise, we will adopt a staged approach.

1. We will combine teaching groups where we can and ensure all pupils engage in meaningful learning.
2. In the next stage, we may need to send some groups home. We will prioritise pupils preparing for public or national examinations and vulnerable children where we can. Other year groups may be asked to attend on a reduced number of days per week.
3. Total closure. This will only be done where we can no longer supervise children or young people safely. The headteacher or principal will make that decision after assessing all the evidence carefully.

There are some practical steps you can take now:

- Please make sure we have your up to date contact details.
- May we remind you to download the parent app My-Ed if not already done so, as this will be the preferred method of communication with parents.
- If and when pupils are given access rights to on-line learning resources, please double-check they can access these and get in touch if there are problems.

We will keep in regular contact with you in the coming weeks. It is worth remembering that all the available medical evidence suggests that children and teenagers rarely display signs of the virus or experience very mild symptoms.



08452 415175



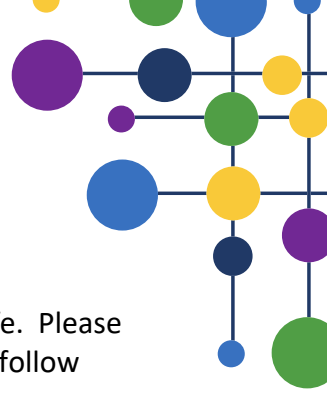
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I can assure you that we will do everything we can to keep your child/son/daughter safe. Please get in touch if you have any more serious concerns but in the meantime, stay safe and follow advice.

Yours sincerely

A handwritten signature in black ink that reads "John McNally". The signature is written in a cursive, flowing style.

**John McNally**  
**CEO - SHARE Multi-Academy Trust**