

Friday 13<sup>th</sup> March 2020

Ambitions Academies Trust – Special Education – Petersfield Campus and TLC.

Dear Parents/Carers

**Re: Coronavirus (COVID-19)**

I am writing to inform you of the steps that we are taking as a Trust to keep your child safe from the Coronavirus. We would request your support in working with us to ensure good personal hygiene is maintained in our schools.

**What the Trust is doing:**

1. Encouraging handwashing and sanitizing for staff, pupils and guests.
2. Ensuring pupils understand the importance of covering their mouth when they cough or sneeze (with tissues being disposed of immediately afterwards), and washing their hands.
3. Reminding pupils to avoid touching their eyes, nose and mouth.
4. Ensuring door knobs, push plates and hand-rails are disinfected by our cleaners.
5. Ensuring toilets are kept clean and well-stocked up with soap and toilet paper.
6. Taking advice on a regular basis from Public Health England (PHE) including displaying PHE posters in all our Trust schools and buildings.

**In the event of us having to close or partially close a school:**

We will advise Parents/Carers of how to access on-line learning opportunities or provide a work pack if, and when, appropriate.

**What we ask parents/carers to do:**

1. Talk to your child about the importance of good personal hygiene (see points 1-3 above).
2. Contact 111 if you require advice regarding COVID-19.
3. If you or your child have symptoms of coronavirus infection (COVID-19), however mild, stay at home and do not leave your house for 7 days from when your symptoms started.
4. You do not need to call NHS111 to go into self-isolation. If your symptoms worsen during home isolation or are no better after 7 days contact NHS 111 online.
5. **Inform us immediately** if anyone in your family is self-isolating or being tested for COVID-19.
6. Please also inform us of any recent foreign travel and follow guidance accordingly.

**What we ask pupils to do:**

1. Follow the advice and guidance re: good personal hygiene (points 1-3)
2. Remain calm and act responsibly.

As a Trust we are keen to ensure that we are supporting colleagues, parents/carers and pupils wherever possible. We want to thank you for your support and understanding in relation to the steps we are undertaking.

We continue to follow the most recently updated information on the public health website which as the 12<sup>th</sup> March 2020 is the **Covid-19: stay at home guidance**.

Additionally, the Trust is providing briefings to all academies on preparations regarding Coronavirus (COVID-19) on a weekly basis, or more regularly as required. This has also been shared with the Trust Board and Academy Advisory Committee Members.

Yours sincerely

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

**Sian Thomas**  
**CEO**  
**Ambitions Academies Trust**