

Dear Parent / Carer

6 November 2020

As we enter another period of national restrictions, I wanted to write to you with some key updates and our response to the continually developing situation. The full guidance on the new lock down measures to be can be found [here](#) and educational settings specific guidance can be found [here](#).

### Latest Government Guidance

The new guidance now specifies that: *face coverings should be worn by adults and children aged 11 and above when moving around the premises, outside of classrooms or activity rooms, such as in corridors and communal areas where social distancing cannot easily be maintained. Face coverings should also be worn by pupils in year 7 and above when travelling on dedicated school transport to secondary school or college.*

We have enforced this since September so it doesn't represent a major change for us but note, that we are reminding you that pupils need masks in school.

In response to this we ask of you, to please:

- Ensure your child knows of the above **mandatory** expectations now surrounding masks, including on transport to and from school.
- Check that your child has the necessary face covering to ensure that they meet these expectations **by Monday**.
- If your child has an exemption to wearing face covering, please communicate this to their form tutor or send them in with a letter to this effect.

We are constantly reviewing and updating our risk assessment and I am confident that the school can facilitate these measures for the safety of our school community. Please see our risk assessment on our website, [here](#).

### Current situation

We were made aware of a limited number of individual confirmed cases over the half term break, involving students and staff members. Additionally, you will be aware from the letter I sent on Wednesday that some Year 13 students are currently self-isolating. As with any COVID incident, we took advice from Public Health England and followed their advice, notifying those who had been in close contact with the identified individual.

### Continued immediate notification of symptoms and test results

It is important that we all remain vigilant to the symptoms of COVID-19. If your child receives a positive test, please inform us as soon as possible. Your prompt communications with us are essential to our risk assessment, thank you for assistance in this.

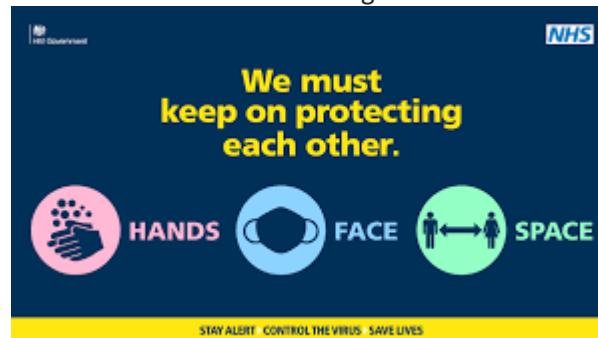
### Symptoms of COVID-19 and What To Do

The guidelines for the main coronavirus symptoms ([from the NHS website](#)) are:

- **a high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **a new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **a loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

**DO NOT SEND YOUR CHILD INTO SCHOOL IF THEY ARE DISPLAYING ANY OF THESE SYMPTOMS.**

If your child is showing any of the above symptoms, they cannot return to school without a negative test result. In line with the guidance, you must also keep your child at home if someone in your household is displaying symptoms or has received a recent positive test result. Please follow the guidance.



### Ventilation

For the healthy exchange of fresh air, good ventilation around the school is vital. As temperatures outside drop, we will of course have the heating on, but windows will be opened, so please ensure children are warm enough, by layering up where necessary (base layers under uniform and a jumper). To further support this, students will be allowed to wear non-logo plain V-neck grey jumpers, but hoodies may not be worn.

### Visitors

During this period, visitors to the Academy will be limited to only those that are absolutely necessary. Meetings with external visitors will only be by prior arrangement and with my specific authorisation. We encourage parents to communicate with staff via telephone and email. Please see our website [here](#), for teachers' email addresses.

### Wider restrictions

I am grateful for the good relations we have across the entire Montsaye community, and would like to take this opportunity to thank parents for ensuring their children continue to observe and adhere the government's latest restrictions in the community as well as when at school. This is for everyone's safety.

Please be reassured that we will continue to prioritise student and staff safety, stringently adhering to all guidance and very much appreciate all the efforts of staff, students and parents in meeting the demands that this rapidly changing environment is creating.

Yours faithfully



Mrs Gabbi  
Principal