



Headteacher: Mr David Graham

DG/AP
PA Office

17th March 2020

Dear Parent/Carer

We are writing to you with our latest update on our response to the spread of coronavirus.

You will be aware of the latest Government guidance and also be aware that this is a quickly changing situation.

Starting tomorrow (Wednesday 18th March), the following arrangements will be in place, due to the rising staff absence. It is with regret that we are announcing that as of tomorrow students in year 8 and 9 should stay at home. Work for these students will be available online via Show My Homework. or via hard copies that can be collected from school. Please contact central admin if hard copies are required.

Further to this, we have made additional changes, these include cancelling:

- Assemblies
- Performances
- Year 8 Take Your Child to Work Day
- Year 11 Parents/Carer's Evening on the 2nd of April
- Visitors to the school
- All trips and visits
- Easter intervention for year 11
- Year 10 experience
- External lettings
- All unnecessary travel

I know that these are extreme decisions but we are facing an extreme situation. Our staff will continue to do the best they can to support you and your children both academically and emotionally.

As we stand:

- Schools are not directed to close at this point by Government, all decisions remain local decisions
- Everyone should minimise unnecessary social contact in the community
- Anyone with a continuous cough and/or high temperature should stay at home for 14 days if they live with someone else, 7 days if they live alone
- The Government has directed people with specified underlying health conditions to stay at home for a more lengthy period

I would urge all parents to read the latest Government guidance:

<https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response>

Please refer to this guidance in making a decision whether your child should attend school.

e-mail: admin@putteridgehigh.org

Website: <http://www.putteridgehigh.org>



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For as long as it remains part of the Government's Strategy to keep schools open, we are obliged to attempt to do that each day. However, we also need to regularly review our own position and the starting point will be if we have enough staff to open the school and keep our students safe. As more staff are required to stay at home, we will have fewer staff available.

For transparency, if we reach the point where we do not have enough staff to keep the school open we will make a decision each day for the following day as to how a partial opening (i.e. open, but not for all students) will work. We will confirm each day if this is sustainable. In the event of partial closure we will ensure there is online work for our students who are at home.

We will try to communicate clearly with you and you should also expect changes in how we operate, including students not having their usual teachers and groups. We are very grateful for the kindness and support so many parents across the Trust have shown and we do appreciate that any closure places parents in a difficult situation.

Thank you for your continued support, together we can work through this exceptionally challenging time.

Yours faithfully

A handwritten signature in black ink, appearing to be 'AR', with a long horizontal flourish extending to the right.

Adrian Rogers
CEO Chiltern Learning Trust

A handwritten signature in blue ink, appearing to be 'D Graham', with a long horizontal flourish extending to the right.

David Graham
Headteacher