

Dear Parents and Carers,

I am writing to you with a more detailed update of what we are doing here at the school to help reduce the risk of infection from Coronavirus following the government's announcement that we have moved to the "delay" phase of managing the virus. Up until now much of our communication to you has been driven by government health messages, however, I thought it would be useful for you to be aware of some of the actions we have already taken and are now introducing in order to help keep our children, families and community safe. We will of course continue to follow the advice issued by Public Health England.

Our students have, through your support and ours, become far more aware of positive hygiene routines. Beyond assembly and tutor time input, information is displayed around the school and every toilet has simple reminder information posters inside them. Public Health have confirmed that following the "catch it, bin it, kill it" advice and regular hand washing with soap and water is the most effective way of reducing the spread of the virus, whilst the wearing of face masks offers zero protection; I would kindly request that students refrain from wearing these items in school. It is good to see that most students are routinely washing their hands with many also having their own gel dispensers

In terms of next steps around hygiene routines, from today we are asking all students, colleagues and visitors to wash their hands on arrival to school. In addition, we are taking some further steps to reduce the need for physical contact with germs, including 'no handshakes' at school meetings and events, and having more doors open when appropriate.

We have also extended our cleaning schedules in order to help maintain a hygienic environment. Our in-house site team and our cleaning company will be working additional hours to support this, with a focus around routine cleaning of doors, handles, rails and other high use areas. We have checked supply levels of cleaning products and are well stocked to be able to maintain and extend our cleaning routines.

The most significant development from recent government announcement was the cancellation of all overseas school trips and the advice to reduce "unnecessary social contact". Unfortunately this means that our planned trips to Austria, Iceland and New York have been cancelled; we are currently organising refunds for the affected families. The Year 11 PCE and the and the AYP seminar scheduled for this week have also been postponed. Looking ahead to the future, we are in the process of planning actions to support continued teaching and learning in case the national plan to delay the virus fails. FROG will be the principle platform for learning in the event of students needing to work from home and Office 365 is also available to all students and staff. Can you please check that you and your child have all of the necessary passwords and can access this platform. If you don't, or if you would like guidance on using FROG or Office 365 please email FrogSupport@seafordhead.org for advice and support; there are also Frog guides available on the school website. For those families of students in Years 11 and 13 without suitable working internet access, we will be making laptops and dongles available and we will prepare work packs for students in the other year groups.

The other key development in terms of government guidance last week was the advice for individuals to self-isolate for 14 days if anyone in their household is displaying flu like symptoms. Updated government advice can be found at <https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance> and <https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19>.

Seaford Head Academy Trust

Mr R Ellis, Headteacher

Arundel Road, Seaford, East Sussex, BN25 4LX
01323 891623 / reception@seafordhead.org / www.seafordhead.org

Follow us on Social Media:



Facebook - [SeafordHeadSchool](https://www.facebook.com/SeafordHeadSchool)



Twitter - @Seaford Head



I would kindly ask that you use these sources of information rather than contact the school office for advice who are inundated with telephone calls at the moment. As communication will be particularly important over the next few weeks please ensure we have your current email and contact numbers for you, these can be updated on Edulink. Parents who haven't already accessed Edulink can email [SIMS Admin@seafordhead.org](mailto:SIMS_Admin@seafordhead.org) for access.

I hope you feel reassured that we are taking appropriate steps in response to this unprecedented situation. It is right for us to maintain a business as usual approach, but we are keen to be proactive in making informed choices around our approach in support of our school and the wider community. By working together, we can support one another to help ensure that our children can stay healthy and continue to learn effectively. We will, of course, continue to update you as the situation progresses. We have a full contingency plan and will move to the next stage if the situation develops nationally and in our local area. Thank you for your continued support.

Yours sincerely

A handwritten signature in black ink, appearing to be 'R. Ellis', written in a cursive style.

Mr R Ellis
Headteacher