



The Bishop Konstant Catholic Academy Trust

Learning Communities, Inspired by Faith

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13th March 2020

Dear Parents/Guardians

COVID-19

This letter and summary of our Business Continuity Plan reflects the situation as of the 13th March 2020 and is subject to change as directed by the UK Government. Currently, there are no plans for schools to close and the clear advice from the Government is that schools should remain open.

We are aware of the potential for anxiety and distress caused by the uncertainty of the ongoing international situation, however please be assured of our commitment to ensure the safety and wellbeing of the school community remains our priority.

The Trust Senior Management Team together with Headteachers monitor and review the escalating situation and implement any measures or changes as deemed necessary to respond to the latest developments. We have agreed short and mid-term strategies ready to be implemented as the situation changes.

In terms of the potential impact upon external examinations, we are provided with regular updates and the current advice is to carry on as normal.

In order to safeguard the school community, our plan in accordance with advice from the UK Government is as follows:

Prevention of Infection/Hygiene

Follow Public Health Authority advice, for example on hand washing and other guidance to reduce the impact and spread of the infection.

All pupils, staff and visitors must wash their hands regularly with soap and water. Hand sanitiser is also recommended. The school currently has a 'no hand shake' policy in place.

Additional hygiene measures are in place to regularly clean door handles and other surfaces within school.

Any pupil or staff member who experiences flu-like symptoms (fever, new continuous cough or shortness of breath, however mild) should stay at home and follow the advice and guidance from NHS England. Further up to date public information: <https://www.gov.uk/guidance/wuhan-novel-coronavirus-information-for-the-public>

Travel

A pupil or staff member who visits one of the regions identified by the UK Government as most 'at risk' must self-isolate for 14 days.

Contact

Pupils and staff must attempt to avoid contact with any individuals who have visited a region identified as being 'at risk'.

School Scenarios

The Trust and our schools have robust plans in place to deal with various scenarios should the outbreak escalate with increasing infection rates:

National School Closures

- Follow current policy issued by Department for Education to close the school
- Clear and regular communication to all parents/guardians
- School to implement distance learning for pupils
- Daily monitoring of UK Government websites and NHS developments

Individual School Closure by Public Health England (following confirmed case of COVID-19 at the school)

- Follow current policy issued by Public Health England to close the school
- Self-isolation for anyone considered at risk
- Clear and regular communication to all parents/guardians
- School to implement distance learning for pupils
- Deep cleaning of affected areas
- Daily monitoring of UK Government websites and NHS developments

Partial School Closure (impact of staff absence/impact of reduced functions)

- Follow current policy issued by the Trust and school
- Clear and regular communication to all parents/guardians
- School to implement distance learning for pupils affected by the partial closure
- Daily monitoring of UK Government websites and NHS developments

As ever, we thank you all for your continued support and cooperation throughout these exceptional circumstances. If the situation deteriorates due to matters beyond our control, we are confident that robust plans are in place to continue educating our pupils.

Yours faithfully



Mrs Lesley Fitton
Chief Executive Officer