<*TEMPLATE LETTER FOR SETTINGS TO USE WITH PARENTS/CARERS*>

<*Please amend as necessary*>

Dear parents and carers,

We are writing to update you on how we have been working with the Council’s Health Protection Hub to manage Covid-19.

The number of Covid cases across the country continues to be very high and whilst there is commentary and speculation about what the government may or may not do, the Council is not aware of anything more than what is in the public domain. We will of course keep you up to date with any developments.

With regard to the here and now, it is important we take proactive steps to reduce the spread of infection, bring cases down and minimise disruption to education.

In line with the government’s guidance, from November onwards, the health protection hub is advising borough < *delete as appropriate* early years providers, schools and further educational settings > to implement additional Covid-19 measures.

* It is recommended that schools ask children with positive cases in their household to take a LFT test for 7 school days (including primary aged children).
* It is recommended that schools re-introduce some of the previous Covid precautions, which may include wearing face coverings in communal areas (secondary schools), staggering lunch times and virtual events for parents/carers (where possible).

Schools are able to decide which measures to put in place based on their individual circumstances. We have determined that the following measures are necessary at this time:

<*LIST MEASURES HERE*>

Your support to help implement measures in schools and educational settings is really appreciated.

Please continue to help to keep education and family life moving in our borough.

Even if you have had your Covid vaccinations, check for Covid regularly at home with lateral flow tests, book a PCR test if you have any symptoms and remember hands-face-space and fresh air.

<*Sentence below to include for secondary schools only*>

Please look out for the out-of-school vaccination clinics for 12-15 year olds if your child has not yet been vaccinated. Details about this will be advertised regularly.

The health protection hub will review its local advice to educational settings regularly and we will keep you updated.

Thank you for all your efforts and support into tackling the virus.

Yours faithfully,

Head teacher/Principal/Proprietor