Friday 13th March 2020

Dear Parent/Carer,

**Re: Coronavirus concerns**

You’re likely aware of the outbreak of coronavirus and the subsequent confirmed cases in the UK. At Gateway Academy, we take the health and safety of our pupils and staff very seriously, so we’re sharing [guidance](https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19) from Public Health England on steps you should be taking and following Government advice daily.

There’s currently no cause for concern at the school, but we’ll keep you informed about any developments and ensure we’re keeping the school clean to prevent the spread of any virus.

**Prevent the spread of infection**

Make sure you and your children follow these general principles to prevent spreading any respiratory virus:

Wash your hands often – with soap and water for at least 20 seconds, or an alcohol-based sanitiser if soap and water aren’t available

Avoid touching your eyes, nose, and mouth with unwashed hands

Avoid close contact with people who are sick

If your child feels unwell, stay at home and don’t attend work or school

Cover your cough or sneeze with a tissue, then throw the tissue in a bin

Clean and disinfect frequently touched objects and surfaces in the home

If you’re worried about your symptoms, please call NHS 111 – don’t go directly to your GP or other healthcare environment

If your child becomes unwell then need to stay indoors and avoid contact with other people as you would with other flu viruses.

Please ensure that school has your most up to date details both telephone and mobile numbers as well as email addresses so that we can communicate with you whenever necessary.

If you or your child have any further concerns or questions, please do not hesitate to contact your child’s class teacher or any member of staff.

Yours sincerely,



Sue Robinson

Acting Head of School