

Wednesday 18<sup>th</sup> March 2020

Dear Parent

The COVID-19 Virus continues to spread. As a school caring for children with additional needs, we have been deeply concerned about the possible impact on our staff and pupils, their families and the wider school community. The Governors and I have been monitoring the situation closely in school and will continue to take all necessary precautions in line with the relevant guidance.

In light of the most recent government guidance on precautionary measures to be taken by individuals, a significant number of staff have informed me this evening that they will not be in work tomorrow. This will mean that the school cannot guarantee that there are enough staff to provide the care that the children require.

In consultation with the Chair of the Board of Governors and EA, we have decided that we must close to pupils from tomorrow Thursday 19 March until further notice. This is a decision that has not been taken lightly. **I apologise for the late notice.** I hope that you will understand the safety and care of our pupils is our highest priority at this time. I will continue to update you as the situation develops and hope to be in contact soon with how the school can support you through this time.

Yours sincerely

Jonathan Gray

Principal