

Dear Parent/Guardian,

I hope you and your family are well and keeping safe. You may have seen in the news that the government has asked for colleges to offer some face-to-face contact to Year 12 students from 1<sup>st</sup> June. For the College, this means students who are currently in the first year of a two-year course, and who expect to return to College in the next academic year. The government guidance is not to return to a full timetable, but to offer support to Year 12 students to supplement the work they are already doing online.

Feedback on our online learning through Microsoft Teams is positive, and all students have the option to complete their units of study this year online. I would like to assure you that no one, students or staff, will be asked to attend College if they do not believe the environment is safe.

The question we must ask ourselves is to what extent it is possible for some students and staff to return to College safely, and the conditions that are needed to enable this, including a consideration of how students travel to and from College, or whether it is not possible in the current circumstances to provide a safe environment for any staff or students to return to College.

Over the coming days I will be working with colleagues at College, and taking expert advice, to carry out risk assessments that take into consideration the risks associated with Covid 19, and the steps we would have to take to mitigate those risks. We will consider the planning and the arrangements that would have to be put in place for a small-scale, safe return to College for some students and staff. This may take the form of a 1:1 session between a student and their tutor, or a workshop with a small group of students and their teacher. We do not envisage running whole-class groups.

This work and the lead-in time for a return to College is likely to be longer than three weeks. It is therefore most unlikely that a return to College will take place by 1<sup>st</sup> June.

If we do conclude that a small-scale, safe return is possible, we will communicate to you the steps we have taken to risk assess and make safe the parts of the College we deem practical to open, and communicate to you the measures we will put in place to mitigate the risks associated with Covid 19, so that the learning environment, and the way the learning environment is regulated, can be made safe for students and staff.

We would also like to consult with you, to find out what you think about a small-scale reopening of the College later in the term. I will therefore write to you again as soon as we have completed our own risk assessments.

For now, I would like to thank you for your continued support as we look for ways for our students to continue with their study, whether face-to-face or online.

Yours sincerely,

Satwant Deol  
Principal and CEO