



# HAILSHAM COMMUNITY COLLEGE ACADEMY TRUST

*'Be the very best you can be'*

MT/ac

16 October 2020

Dear Parents and Carers

As we move towards the end of this first term of the new school year, I can confirm that the current arrangements in place at the college in respect of the Covid-19 pandemic will continue for the foreseeable future.

You will all be aware of the rise in cases of Covid-19 nationally and we have also seen a recent increase in confirmed cases in local schools, so I thought it would be timely to share with you some information about what we can expect to happen should we have a confirmed case of Covid-19 here at Hailsham Community College.

Yesterday as I walked the college, I visited a lesson in which the theme of social responsibility was being discussed. I was reminded of just how important it is that every member of our college community fully understands, supports and displays the highest levels of social responsibility during the current pandemic crisis. I would therefore like to take this opportunity to remind you of some of the key control measures we have in place at the college to help protect one another.

## **Control measures**

Every member of our college community plays an important part in keeping one another safe. Learners have responded incredibly well to working within their year groups (bubbles), wearing their lanyards, following the one-way systems and wearing face coverings when travelling through internal areas. There is however, always a danger of complacency when systems have been in place for a number of weeks and so I would like to reiterate the following:

- Face coverings must be worn by all students (except for those we are aware of who cannot) when moving through corridors and communal areas. We would like to highlight the importance of wearing them correctly, so that they cover both the nose and mouth, and that they are removed/adjusted by the ear pieces, rather than fiddling with the covering itself which increases the risk of germs transferring onto other surfaces. We should also stress that under no circumstances should learners share their face coverings with one another.

It is disappointing that a small but significant number of students are still arriving in college without a face covering and need to purchase a disposable mask for the day. Whilst we accept that we all forget things from time to time, a face covering is an essential item for everybody over the age of 11 to use, not only in school but in shops, on public transport, etc., so students carrying one in their pocket really does need to become an everyday habit.

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With regard to disposable masks, from an environmental aspect they are incredibly wasteful and polluting so we would encourage the use of washable masks wherever possible. As well as being eco-friendly, in the long term they are much more economical.

- The year group bubbles, social distancing and one-way systems have been working well and are an absolutely vital part of the control measures we have in place. Hand sanitiser is freely available in classrooms and across the school, and students are encouraged to make use of it frequently. During the staggered breaks and lunchtimes, students are expected to follow our 'no physical contact' rule and maintain social distancing as much as reasonable. We would be grateful to parents and carers if you would please reiterate the importance of adhering to these systems with your child/ren. The potential impact of a confirmed case (described below) is significant and we all need to continue to do everything we can to minimise the risk.

### **Symptoms**

The main symptoms of Covid-19 are:

- A high temperature – this means you feel hot to touch on your chest or back
- A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- A loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal.

If your child has any of these symptoms, they must stay at home and get a test. If the test is positive it is imperative that parents/carers make the college aware immediately.

### **What happens if a child or staff member tests positive for Covid-19?**

As soon as we are made aware that somebody has tested positive, we will be in contact with the local Health Protection Team who will advise us on the necessary course of action.

Guided and supported by the Health Protection Team, we will need to identify all those in college who have had significant contact with the person who has tested positive. Depending on the circumstances, we may be required to send home individual students or we may be asked to send home a 'bubble' or year group. Anybody sent home will need to self-isolate for 14 days.

Any contacts that the person who has tested positive has had outside of the college setting will be identified and contacted by the NHS test and trace programme.

### **Outbreaks**

In the event of an outbreak, just as with a single confirmed case, we will follow the directions of the local Health Protection Team.

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**Continuation of Learning**

Online learning will be set via Firefly for all students needing to self-isolate. Paper copies will be provided to anybody who cannot access the online work.

Please be assured that if we are faced with any confirmed cases, I will be in close communication with you, as parents/carers so that you are fully informed of the situation and any necessary developments.

College staff are working incredibly hard, doing everything we can to minimise the risk posed by Covid-19 and any potential impact on learning. It is a huge team effort between learners, parents/carers and staff. I would like to take this opportunity to thank you for your on-going support in helping us to keep everyone safe.

If you have any questions or queries, please do not hesitate to contact us by calling 01323 841468 or emailing [hcc@hccat.net](mailto:hcc@hccat.net)

Yours faithfully

A handwritten signature in black ink, appearing to read 'P. Matthews', with a large, sweeping flourish at the end.

Phil Matthews  
Executive Principal