



University Technical College Warrington,
Dallam Lane, Warrington, WA2 7NG

Telephone: 01925 737067

E-mail: info@utcw.co.uk

Website: www.utcw.co.uk

Principal & Chief Executive: Mr L M Barber

Date: 01/10/20

Dear Parents/Carers,

As you are aware, we have been advised by Public Health England that there has been a confirmed case of COVID-19 within the school.

We know that you may find this concerning but we are continuing to monitor the situation and are working closely with Public Health England. This letter is to inform you of the current situation and provide advice on how to support your child. Please be reassured that for most people, coronavirus (COVID-19) will be a mild illness.

The small number of children who have been in close contact with the individual who has tested positive for coronavirus (COVID-19) have received a letter informing them that their child must stay at home for 14 days.

School has been closed today whilst we assess the staffing capacity available and I am writing to confirm that **school will remain closed for all students tomorrow Friday 2nd October** so that a deep clean of the building can take place. All teachers will be available for students online and all lessons will be set in line with the usual timetable on Microsoft Teams.

Although there are only a small number of students that are affected by this positive case, unfortunately there are several members of the teaching staff that are now also required to self-isolate for 14 days. As I'm sure you can appreciate, even though the school has followed all national guidance with risk assessments and procedures being regularly reviewed, as our staff team of teachers is so small, our capacity to safely staff the school is now compromised for the next 14 days.

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Arrangements For The Next Two Weeks

From Monday 5th October – Wednesday 14th October the following arrangements have been put into place:

Year 10 and Year 12 Students will be working from home online.

Teachers will provide online live lessons for students for 3 hours per day in line with students' normal timetables on Microsoft Teams. Extra work and support will be provided on Teams for all students for the remainder of their timetable and all students will be expected to attend an online PAT tutorial with their PAT tutor every morning Monday – Friday at 8.30am.

Attendance to these online lessons will be compulsory and parents will be informed if students miss any lessons.

Year 11 and 13 Students will be working partly from home online and partly from school. (Unless they are self-isolating)

In line with their normal timetable students will be told which lessons will take place in person in school, and which lessons will be conducted live remotely, online from home. There will be a minimum of 3 hours of lessons per day as well as morning PAT tutorials with PAT tutors and attendance to lessons will be compulsory. Parents will be informed if students do not attend face to face or online lessons.

A separate communication will be sent to all parents tomorrow with details of their child's timetable and lesson arrangements as well as further advice and information about accessing Microsoft Teams and online learning.

All students and staff will return to school to resume their normal timetable in the normal way on Thursday 15th October.

If you are concerned in any way about your child displaying symptoms please follow the advice below from Public Health England.

What to do if your child develops symptoms of COVID 19

If your child develops symptoms of COVID-19, they must not come to school and should remain at home for at least **10 days** from the date when their symptoms appeared. Anyone with symptoms will be eligible for testing and this can be arranged via <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling 119.

All other household members who remain well, must stay at home and not leave the house for 14 days. This includes anyone in your 'Support Bubble'.

Further information is available at: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

The 14-day period starts from the day when the first person in the house became ill.

Household members should not go to work, school or public areas and exercise should be taken within the home.

If you require help with buying groceries, other shopping or picking up medication, or walking a dog, you should ask friends or family. Alternatively, you can order your shopping online and medication by phone or online.

Household members staying at home for 14 days will greatly reduce the overall amount of infection the household could pass on to others in the community

If you are able, move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period.

Symptoms

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)



A SCIENCE & ENGINEERING ACADEMY
& SIXTH FORM

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If your child does develop symptoms, you can seek advice from the nhs.uk website at <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>. If you are concerned about your child's symptoms, or they are worsening you can seek advice from NHS 111 at <https://111.nhs.uk/> or by phoning 111.

How to stop COVID-19 spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19

Do

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards

Further Information

Further information is available at <https://www.nhs.uk/conditions/coronavirus-covid-19/>

I'm sure you understand that whilst this is not the scenario that any of us would like to be facing, it is unfortunately necessary, under the circumstances, to ensure that everyone can continue to access their education and mostly importantly stay safe and well.

If you have any further queries please contact parentenquiries@utcw.co.uk.

Many thanks, as always, for your continued support.

Amanda Downing

Associate Principal

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