

11 March 2020

Dear Parent/ Carer

Update on Coronavirus (COVID-19)

We are continuing the day to day operation of the school as normal, in line with advice from the Department for Education (DFE) and Public Health England (PHE) which can be found [here](#), and in school we have reminded all students of the importance of washing hands thoroughly at regular intervals throughout the day.

However it is prudent to plan for all eventualities as the situation evolves. To do this we need your support to ensure that we are in the best position to support all our young people and families going forward and how you can help is outlined below.

Today we have emailed all our students on their @students.pchs.org.uk email accounts from an email address that we have set up specifically for this situation. It is going to be essential to be able to keep in touch with both them and you in the case that DFE advice changes so we would ask you to ensure that your son/daughter is able to login to his/her email account from home and that he/she replies to this email to say that he/she has received it. Please contact the school if you do not have access to a computer or wifi at home.

To login to their @students.pchs.org.uk email account students simply need to go to Google, click gmail and then enter their login credentials. Eg: y13jonesb@students.pchs.org.uk together with their password, which is the same one that they use to access the school computer network.

In addition to this we would also ask that you as parents/ carers make us aware of any changes of contact details such as addresses, mobile numbers and in particular email addresses by emailing us at enquiries@pchs.org.uk Please ensure you include your child's name and reg group in any correspondence.

We recognise that anyone following the news regarding the Coronavirus story may feel some sense of uncertainty but we would ask you to continue to reassure your children that it is business as usual, especially those who are preparing for external examinations. Ofqual issued a statement regarding this earlier on Monday 9 March which can be found [here](#).

We receive daily updates from the DFE regarding the situation and will continue to follow the advice of DFE and PHE. If this advice were to change we will contact you via schoolcomms and where necessary contact students via their @students.pchs.org.uk email address.

We are also mindful that there are a number of foreign trips planned for later in the school year that students and staff alike are looking forward to. At present all of these trips remain unaffected by this situation but we would of course follow the advice of the Foreign and Commonwealth Office (FCO) regarding travel at the time of the trip.

We appreciate your support in ensuring that your child replies to the email we sent them, and for you updating us with any contact details as outlined above and will let you know if there are any further developments.

Yours faithfully

Annmarie Moore
Headteacher