



Dear Parents/Carers

At Mark Rutherford School we are taking the Coronavirus pandemic very seriously. I would like to reassure you that we are following the daily/updated guidelines from Public Health England and the Department for Education. In addition, Bedford Borough Council is keeping us informed of their contingency plan.

We are continuing to reinforce the importance of handwashing and hygiene with students. Hand soap dispensers and hand sanitising units are being checked daily in line with our regular cleaning protocols. If you are able to provide your child with their own hand sanitiser then this will support the school in deploying our resources effectively.

As a school we have taken the decision to cancel the following until the end of this term to include the Easter holidays (at which point we will then review):

- All trips and visits (out of or into school)
- Visiting speakers or guests
- External support workers, e.g. School Nurse, School Counsellor, etc.
- Assemblies
- Sporting activities/fixtures
- Parents' evenings
- Academic mentoring appointments
- Parental meetings

In relation to trips, whereby there has been a cost, we are looking at how we can secure refunds; we will contact you when we have resolved this on a trip by trip basis.

We have produced our own contingency plan as a school and are working with teachers to ensure work is being prepared and will be available in the event we are instructed to close, particularly for students with forthcoming examinations. We ask that if a student develops symptoms, however mild, you should:

- Self-isolate following government recommendations, which is currently seven days
- Avoid contact with other people immediately
- Call NHS 111

**You do not need to follow this advice if you have no symptoms.**

If your child is taken unwell at school with Coronavirus-like symptoms then we will need to send them home.

Please refer to our website and social media platforms for regular updates.

We will continue to keep you updated as any new information arises. If you have any concerns or questions, please do not hesitate to make contact.

Yours sincerely,

Mrs K Foster  
Acting Headteacher