



13 March 2020

Dear Parents, guardians, pupils and students at The Ladies' College

Given the heightened awareness about coronavirus/COVID-19 both globally and locally, following the island's first confirmed case this week, as school communities we should prepare ourselves for the likelihood that there will be times in the days and weeks ahead when students or staff are sent home **as a precaution and on the advice of Public Health Services**.

We have already seen a few such instances across our schools and it is really important that we are aware of the most up-to-date advice and avoid causing unnecessary distress through speculation.

#### **Latest guidance regarding 'flu-like' symptoms**

As some of you may have seen, Public Health Services issued new guidance late yesterday afternoon around when people should self-isolate. The advice from Public Health is now that, as an extra layer of caution to protect our community, anyone who has new flu-like symptoms (cough, sore throat, running or blocked nose, muscle pain or fatigue or a fever) should stay at home and self-isolate until the symptoms have disappeared, **plus an additional 48 hours**.

If your child **becomes unwell with any of these symptoms**, please follow the latest advice and keep them at home. Should school staff notice that a student has become unwell with any of these symptoms during the course of the school day, we will contact you in the first instance to discuss and they may be required to come home. Please be assured that if a student experiences relevant symptoms (**fever, cough or shortness of breath**) we will speak to Public Health Services, as necessary, and take their advice on any actions needed. It is vital that we remain calm and take proportionate steps to support the efforts of Public Health Services. Given the time of year, anyone experiencing symptoms could be suffering from flu or another illness, so it is important not to jump to conclusions.

Please note that should your child become unwell they would not need to be tested for coronavirus/COVID-19 **unless they have recently travelled to a Group A or B country** (you can find these here [www.gov.gg/coronavirus](http://www.gov.gg/coronavirus)).

This new advice from Public Health Services represents good infection prevention control at any time, but is particularly important while the Island is working to contain the spread of COVID-19. Evidence proves that this advice could reduce the potential spread of respiratory illness by 60%.

We will of course contact you all straight away if there are any material changes to circumstances. However, please note that we are unlikely to contact all parents if a student experiences symptoms and is sent home as a precaution. As we are expecting that this may well occur in the coming days or weeks, we

wanted to write to you all now so that as a school community we are all on the same page regarding both the advice we should all listen to and the expectation that there are then likely to be times when students are sent home as a precaution on the advice of Public Health.

At this stage there is no need for any further action, there are no plans to close schools and there is no need to keep students away from school.

In terms of general advice; should anyone experience any of the three symptoms (fever, cough or shortness of breath) and have the relevant travel history (see [www.gov.gg/coronavirus](http://www.gov.gg/coronavirus)), they should contact the coronavirus helpline for advice. There are two numbers to call, but please use these only when clinical advice is needed. They are 756938 or 756969.

### **Practical arrangements to the end of the Lent term (Senior School and Sixth Form)**

As a precautionary measure we have also asked the girls to consider taking home non-essential items from their lockers, as well as essential files and texts and to ensure that they are able to access work that could be set online by their teachers, on their BYOD. We will continue to test students accessing work over the coming days, to ensure that we have an increasingly robust online system in place, should it be needed in the current situation or for events such as Snow Days. Students in Key Stage 3, as well as older students, are also encouraged to take home Library books and the English Department will look to facilitate this with our Librarian over the next few days too.

I have spoken with Senior School and Sixth Form students today and have told them that it is their responsibility to ensure that work is completed. They should contact their teacher if unsure and should not expect the teacher to have time to revisit all of the work or to mark anything other than what they believe is absolutely essential. I have also asked teachers to be discerning in the work they set in this respect and know that they will do all that they can to support students in their work.

Those students taking Public Examinations are, I know, anxious about the future. We are all in a fluid situation and they should prepare for the GCSEs and A-levels and be confident that neither the College, nor the Examination Boards will want them to be unfairly disadvantaged as a result of this pandemic.

### **Practical arrangements to the end of the Lent term (Melrose and Pre-Preparatory)**

Melrose pupils are not required to take home anything from their desks or trays. Staff are currently creating packages of work and activities for each class, should school close, and will be providing further information on this next week.

### **Off-island visits (whole College)**

You will be aware that the position in relation to off-Island visits has been under review by the States of Guernsey recently due to the current COVID-19 situation. In view of the move to request that islanders limit all non-essential travel, it has been decided to postpone/cancel all off-Island visits (except within the Bailiwick) for the next 8 weeks - effectively those departing on or before Sunday 10 May. This position will be reviewed in 4 weeks' time. The implications of this will be followed up in due course to fully understand practical and financial implications.

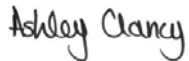
## **Calendar**

We will continue to review and adjust our position. The latest bulletin reflects the current position.

As previously advised, we continue to monitor and follow States' and Public Health guidance and will provide updates and information as and when they become available. I would encourage everyone to read up on the latest advice which can be found at [www.gov.gg/coronavirus](http://www.gov.gg/coronavirus).

On behalf of myself and colleagues we thank you for your understanding and support with regard to the unfolding situation and hope that our correspondence helps you to be aware of the latest advice, as well as having detail which helps to support your daughter/s.

Yours sincerely



Ashley Clancy  
**Principal**