



Ashley College
The Pavilion
Ashley Gardens
Wembley
Middx HA9 8NP
Tel: 020 8937 3330
Fax: 020 8937 3332
Email: admin@ashleycollege.brent.sch.uk
Web: www.ashleycollege.brent.sch.uk

Dear Parents/Carers,

As you're probably aware, the government's guidance on the coronavirus has changed from the 'contain' phase to one of delaying the spread of the virus. We're getting in touch to let you know what we're doing in light of this, and what we expect from all of you, to help make sure our school community keeps safe and calm.

We'd like to reassure you that at Ashley College we're taking all of the necessary steps to protect our community and are continuing to follow official guidance from the government and Brent.

What's the current situation?

- › The **school remains open** – this is the current official guidance we've been given
- › All school functions continue to run as normal including breakfast club.
- › Pupils should attend unless they feel unwell – if your child has any of the following symptoms they **should remain at home for 7 days**:
 - › a new, continuous cough and/or
 - › a temperature
- › If your child is unwell, report this as you would normally by one of the following:
 - telephone to reception on: 0208 937 3330
 - text to the school admin line: 07721 232 987
 - email to: admin@ashleycollege.brent.sch.uk
- › Easter revision sessions for Yr 11 students:
 - we will keep you up to date with any changes to the current situation

What we're doing to protect and support pupils and staff

We will be taking the temperature of all students and adults who attend Ashley College, using a digital reader. Those adults whose temperature is above normal will be asked to go home and seek medical advice.

- › Students not feeling well will be placed in the medical room and we will contact parents/carers to collect them from school
- › We are cleaning doors and handles each morning
- › Students and staff are all reminded to wash their hands regularly
- › We have hand sanitisers on entry to the building
- › We are delivering an assembly for pupils about hygiene and how to deal with anxiety

What we need you to do

- › If you've recently changed your contact details, please inform the school office **as soon as possible** via : admin@ashleycollege@brent.sch.uk or 0208 937 3330
- › Talk to your children about the coronavirus. It's a scary time and we should make sure children feel supported. [BBC Newsround](#) has regular updates for younger children and [YoungMinds](#) has practical steps older children can take to help with anxiety

- Come and collect your child straight away, if we ask you to (we'll contact you if they become ill with either a temperature or a new, continuous cough)
- Check that your child has access to the online resources: HegartyMaths, MyMaths and Doodle from home, and let us know if there are any issues (so we can make sure we're well prepared for remote learning if the school does need to close at some point)

What happens if the school has to close?

We'll only close if we're either officially advised to do so or we don't have enough staff to run the school.

In either case, if the school was to close we will:

- Alert parents/carers via text in the morning before 8.45am.
- We will post onto our website informing of the closure
- We will also alert parents/carers when the school reopens, via the same methods.

You have already been contacted by us and asked to pick up packs of work. The work is for 2 weeks, if the school were to close for longer further work will be set by the online platforms.

Please keep in mind that we're only sending out this information to help the school community prepare.

There are currently no plans to close.

If you have any questions

Please consult the:

- School office, if you have any questions about our response to this issue
- [NHS](#), if you want to know more about the symptoms of coronavirus. If you think you or your child may have the symptoms, use [NHS 111 online](#) if at all possible before calling 111
- Department for Education's coronavirus helpline: 0800 046 8687, if you have any questions about the government's response to coronavirus in relation to schools
- Government's [travel advice](#), if you want to know whether any upcoming trip or holiday you're taking abroad should go ahead

It's a tricky time and we know you're worried about the impact this might have on our community. It's important we keep each other safe and talk about these events to help with any anxiety.

Thank you for your continued support.

Ranjna Shiyani
Headteacher
Ashley College