



Xavier Catholic Education Trust  
Guildford Road  
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Surrey  
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Dear All,

Following announcements from the government yesterday, we are writing to update you with the Trust's latest response to the coronavirus, COVID-19. I want to assure you that we are taking the situation seriously but I believe that we also have a responsibility to take a calm and sensible approach that ensures that the children are reassured and not unduly alarmed; whilst our primary concern is their well-being, it is also important that we don't allow their education to be interrupted unnecessarily.

With all this in mind, the school will continue to adhere to the advice and guidance of both the Department of Education and Public Health England which can be found on these organisations websites: [DfE](#) and [PHE](#) . The Department for Health has also set up a coronavirus helpline 0800 046 8687

This advice includes recommendations on how to respond to those people who may have been exposed to coronavirus, those with symptoms and those who have tested positive. At the time of writing, there are no known cases of suspected coronavirus amongst students and staff at any of the Xavier Schools.

As per the advice, we are not currently in a situation where we are considering shutting the school. If that situation changes for any reason, we will contact you straight away with contingency plans, including those for making the best possible online provision for the children's education during the closure.

Planned trips and events are under review but, as it stands, will continue to go ahead unless circumstances dictate otherwise. Where a trip does have to be cancelled, we will contact parents with as much notice possible and make every effort to help families get their money back.

We shall continue to promote good hygiene practice, including: regular handwashing, appropriate tissue usage and disposal, strict cleaning routines, and minimising physical contact. We have deep cleaning provision on standby if required.

Your support in dealing with this situation appropriately is much appreciated. On this note, can I encourage everyone to be mindful of the potential for unhelpful and false rumours to be spread in situations like this; please do all you can to challenge this if you experience it and ask people to contact your school directly with any concerns?

We will provide further updates in due course but in the meantime, rest assured, we will continue to everything we can to ensure the children get the very best education, despite the current challenges.

Kind regards

A handwritten signature in black ink, appearing to read 'Ani Magill', with a stylized flourish at the end.

Ani Magill

CEO Xavier Catholic Education Trust

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