

12 March 2020

Dear Student

Re: Coronavirus (COVID-19)

As you may be aware, there are an increasing number of cases of Coronavirus (Covid-19) in the West Midlands, and we are monitoring the spread and putting precautionary measures in place. We are also preparing for the eventuality that the College may have to close. The College does **not** have a confirmed case of Covid-19, although a small number of students are self isolating on advice from 111.

If you have a cough or a raised temperature or if you are going to be absent from College for any reason connected to Coronavirus (you suspect you have caught it, travelled back from quarantined areas, sibling has the illness, etc) then

- 1) **Do not** come into College, but **ring or contact 111** or use their online service <https://111.nhs.uk/service/covid-19> and take their advice.
- 2) **Report** the absence on Tyber

AND

- 3) **Ring reception** to inform us that you are self-isolating
- 4) **Inform the College of the result** of any test carried out for coronavirus.

In preparation for the eventuality that we may have to close, **please can you all check:**

- 1) The usual email address that you use and we have stored for you on Tyber, and ensure that it is correct and that you can access it.
- 2) The College email address for you works (it is this email address that we will use in the eventuality that we close). This is your SID number followed by solihullsf.ac.uk. e.g. S190000@solihullsf.ac.uk. The password is the same as your College password.

Yours faithfully



Dr Martin Sullivan
Principal

12 March 2020

Dear Parent/Carer

Re: Coronavirus (COVID-19)

As you may be aware, there are an increasing number of cases of Coronavirus (Covid-19) in the West Midlands, and we are monitoring the spread and putting precautionary measures in place. We are also preparing for the eventuality that the College may have to close. The College does **not** have a confirmed case of Covid-19, although a small number of students are self isolating on advice from 111.

If students have a cough or a raised temperature or if they are going to be absent from College for any reason connected to Coronavirus (they suspect they have caught it, travelled back from quarantined areas, sibling has the illness, etc) then they

- 1) **Should not** come into College, but **ring or contact 111** or use their online service <https://111.nhs.uk/service/covid-19> and take their advice.
- 2) **Report** the absence on Tyber

AND

- 3) **Ring reception** to inform us that they are self-isolating
- 4) **Inform the College of the result** of any test carried out for coronavirus

In preparation for the eventuality that we may have to close, **we have asked all students to check**

- 1) The usual email address that they use and we have stored for them on Tyber, and ensure that it is correct and that they can access it.
- 2) The College email address for them works (it is this email address that we will use in the eventuality that we close). This is the student SID number followed by solihullsf.ac.uk. e.g. S190000@solihullsf.ac.uk. The password is the same as the student College password.

Yours faithfully



Dr Martin Sullivan
Principal