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Ofsted Registered EY557191

Friday, 13 March 2020

Dear Parent, Carer or Guardian,  
**Re: COVID19**

We feel it is appropriate to write to you all to keep you informed of what we are doing in relation to coronavirus. We continue to receive daily updates from the Oxfordshire County Council's Director of Public Health in relation to the Coronavirus. This guidance is supported by the NHS. Below is the link to the current advice that we are following:

<https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19>

**At this point we are instructed to continue with business as usual unless we have been contacted by Public Health England. Please, note that if the Project remains open, session fees cannot be reimbursed should you choose to keep your child at home as a precaution.**

If you or your children are instructed to self-isolate, your fees will be carried over to the future sessions.

At this stage we continue to take the usual precautionary measures that would help slow the spread of almost any germs, including COVID19, by ensuring that:

- All staff washes hands with warm water and soap at every transition;
- All staff is informed about the latest government advice via email;
- All staff carries tissues to catch any bodily fluids and bin them immediately;
- Young people are supported to follow the same hygiene routine during their time at Let's Play;
- Clean and disinfect frequently touched objects and surfaces.

We continue to monitor and follow the government advice and will inform you should there be any additional measures to take.

As of 12<sup>th</sup> March, People with a new and continuous cough or a fever should stay at home and self-isolate for one week.

If you or your children become unwell or believe that you have been exposed to COVID-19, you must let us know and seek advice from NHS online (or use NHS 111 if your symptoms are deteriorating). In any case, please, keep us informed of any action taken.

If a case of COVID-19 is confirmed linked to the school community, we will be contacted by Public Health England and will follow all advice given.

In the event we have a confirmed case of COVID-19, we will inform you and let you know the actions we are taking.

<https://www.gov.uk/government/publications/guidance-for-social-or-community-care-and-residential-settings-on-covid-19/guidance-for-social-or-community-care-and-residential-settings-on-covid-19>

Thank you for your cooperation,

Let's Play Board of Trustees



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