



## THE PALMER CATHOLIC ACADEMY

Part of The Good Shepherd Catholic Trust

13<sup>th</sup> March 2020

Dear Parents/Carers

I wish to update you all with regards to recent government advice regarding COVID-19 and our contingency measures.

The government advice is updated daily and is available on our website. Please consult with the website before making calls to the academy.

[www.tpc.academy](http://www.tpc.academy)

### **Reporting student illness**

For the time being, I ask that parents/carers use the academy email address to report any student absence to allow the phone lines to be used for more pressing matters. The email to report student absence is:

[office@tpc.academy](mailto:office@tpc.academy)

### **Notification if we need to fully/partially close the academy**

We **do not plan for any academy closure**. If safe to stay open, we plan to continue as usual, as I'm sure you will agree, our children need to continue to receive a full education.

If for any reason we need to partially or fully close the academy, we will notify parents/carers via email and on the website. As such I ask that parents/carers regularly check the website and emails.

### **Setting student work in the event of academy closure**

If students were required to stay home, we will continue to provide school work on our 'Google Drive' and use all online resources, such as Kerboodle, Seneca, GCSEPod and Hegarty Maths.

### **Academy Trips**

We are currently in discussions with our various tour operators with regards to the planned trips abroad and will contact parents shortly with further information once this has been finalised.

Yours faithfully

Mr P Downey  
Headteacher