

Wednesday 24th February 2021

Dear students/parents/carers,

RE: JUNIPER TRAINING - IMPORTANT INFORMATION RETURN TO CENTRE

Following Boris Johnson's announcement on Monday, I am writing to confirm the plans we have in place for our students to return to face-to-face education.

We are taking a staged approach to re-opening our centres, as we will not be able to resume full face-to-face learning until we have access to coronavirus home testing kits for all staff and students:

Stage 1 – Monday 15th March

All students will be expected to return to centre week commencing **Monday 15th March** and will attend their timetable in their 'bubble groups'. So, they will attend centre for a minimum of 50% of their timetabled hours for face-to-face lessons, and will be set independent work to do at home for their remaining learning hours.

Stage 2 – Monday 12th April

We will have access to home testing kits for all staff and students at the end of March/beginning of April – more information will be sent out about this in due course. Once we have access to these home testing kits, we will remove the requirement for bubble groups and all learners will be expected to return to centre for 100% of their timetabled hours week commencing **Monday 12th April**.

Clinically Extremely Vulnerable Students

Clinically extremely vulnerable students are advised to not attend their FE provision, until 31 March at the earliest. Therefore, we will continue to provide a remote learning timetable for these students. All 16 to 18 year olds with underlying health conditions which put them at higher risk of serious disease and mortality will be offered a vaccine in priority group 6 of the vaccination programme. At present, these students should continue to shield, and self-isolate if they have symptoms or are identified as a close contact of a positive case, even if they have been vaccinated.

Students who live with someone who is clinically extremely vulnerable, but who are not clinically extremely vulnerable themselves should still attend their educational setting for face-to-face education.

COVID-19 Risk Assessments and Safety Measures

The safety of all students and staff is paramount and we will ensure that we're doing everything we can to reduce the potential spread of COVID-19. We have undertaken comprehensive risk assessments in all Juniper sites to allow the safe re-opening of our centres.

Following the recent change in Government guidance, we are implementing the following measures in addition to those already in place prior to the January lockdown:

- Staff and students will be asked to wear face coverings **in all areas of the training centre** – reception, corridors, kitchen areas and classrooms. We will have a supply of disposable masks in centres, for those who forget theirs. Students with exemptions that are unable to wear a mask (e.g. medical reasons) should speak to their local centre to make them aware as soon as possible.
- There will be a "teaching area" taped out at the front of classrooms. Tutors will remain within this area, and students should not enter it. This is to ensure a 2 metre distance, where possible, between staff and students.

Attendance

Full attendance will be expected from all students unless they are ill or self-isolating. Please call the centre to report an absence in the usual way.

Please note: If a student is absent due to displaying COVID-19 symptoms, we must be made aware of this immediately so that we can trigger the Track and Trace system.

What should a student do if showing symptoms of COVID-19?

- Students must not attend centre if they or someone in their household is displaying symptoms of the virus or have tested positive. They must self-isolate and follow NHS Test and Trace guidance. We will ensure that anyone developing symptoms during the day (including a new, continuous cough or a high temperature, or a loss of, or change in, their normal sense of taste or smell), is sent home as soon as we have made contact with parents/carers to arrange this.
- Once a student has been sent home with coronavirus symptoms they must self-isolate and should arrange to have a test to see if they have coronavirus (COVID-19).

If the student's test is positive they must self-isolate for a minimum of 10 days from the day after their symptoms started. Other members of their household (including parents and siblings) must also self-isolate for 10 days, counting from the day after the student's symptoms started. If household members develop symptoms, they should also arrange to have a test.

- We will inform other students/staff in the centre of any action they need to take for example, if we need to ask groups to self-isolate, or if we have to close a centre in order for all staff and students to self-isolate.

Please see the attached leaflet 'Stay at home and self-isolate' for more information

NHS Test and Trace:

We are expecting all members of Juniper's communities to be ready and willing to fully engage with the NHS Test and Trace process. This includes:

- Booking a test if they are displaying symptoms. Staff and students must not come into centre if they have symptoms, must inform the centre as soon as possible and must be sent home to self-isolate if they develop them whilst on Juniper premises.
- Providing details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test & Trace.
- Self-isolating if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19). The general guidance is that anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet.
- We will be following the guidance issued by the Department for Education and ensuring that all the systems of control are in place.



For the latest up to date information please see the NHS website:

<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>

All students will be re-briefed on all protocols and measures in place on their first day in centre W/C 15th March.

If you have any concerns, please contact your local centre; a list of contacts for each centre can be found on our website: www.junipertraining.co.uk

Once again, we would like to take this opportunity to thank all learners/parents/carers for their co-operation and support and would like to wish our students every success for the remainder of this academic year.

Yours faithfully,

Tara Hughes
Head of Quality & Senior Safeguarding Lead