

Dear Student

This is an important letter to share some information on how we are working together to make sure we can continue to offer the best education in the safest way possible. The coronavirus (COVID-19) pandemic continues to cause some disruption and concerns and we appreciate this can be unsettling for you and your family.

As you are aware, and in line with Government advice, we have been welcoming students from the Autumn term, and we have introduced safety measures at the college to mitigate risk to our learners and staff to ensure we can continue to offer you the best possible educational experience.

Waltham Forest College is continuing to work with the Department for Education and Public Health, England to ensure that our students have the most up-to-date information and guidance to help keep themselves safe. As you know, this is a fast-developing situation and the UK Government have made it clear that schools and colleges are expected to remain open throughout any restrictions and continue teaching and learning activities. Therefore, it is important that you continue to attend all your lessons planned for on-campus delivery as well as those delivered outside of college virtually.

For those attending Campus, the College has implemented the following measures to help reduce the spread of the virus during this pandemic.

- **Face coverings:** Wearing a face covering is essential in most locations on our campus including communal areas of the College. We have supplied free washable face coverings to all students to further support you to adhere to these guidelines
- **Keeping your distance:** The College has implemented a timetable to allow for social distancing where possible. Where appropriate, additional mitigation controls have been implemented, which may include the use of face coverings and/or face visors or other PPE equipment as appropriate.
- **Implement good hygiene practices:** Hand sanitisers are available throughout the college. Please use the hand sanitiser stations and wash your hands regularly with soap and warm water, particularly on arrival at Campus, and when moving from one space to another.
- Disinfectant wipes are available in all rooms to wipe down surfaces and workstations and additional cleaning is in place throughout the day.
- All classrooms have clear guidance as to the steps you should take in each classroom to help mitigate risk to yourself and others – please read and follow this guidance

We would also like to encourage you to download the recently launched NHS COVID-19 app. By downloading the app you can continue to protect your loved ones. The more of us that use it the better we can control coronavirus. Please use this link to find out more about it and to download it: <https://www.nhs.uk/apps-library/nhs-covid-19/>

One important part of ensuring the safety and wellbeing of our community is the testing for coronavirus. We all have a duty to make sure that the right people have access to get tested at the right time. Every time a test is used inappropriately, a person with COVID-19 symptoms may miss out on getting tested. You should only book a test if you or your family has any of these three coronavirus symptoms:

- A high temperature: any new high temperature where you or your family member feel hot to touch on your chest or back (you do not need to measure the temperature)
- A new continuous cough: coughing a lot for more than an hour, or three or more coughing episodes in 24 hours.
- A loss of, or change in, sense of smell or taste: a noticeable loss of smell or taste or things smell and taste different to normal.

You do not need a test if they have a runny nose, are sneezing or feeling unwell but do not have a temperature, cough or loss of, or change in, sense of smell or taste because these are not normally symptoms of coronavirus. If you are unsure about whether to get a test, please check the official list of symptoms on the NHS website, which is reviewed regularly www.nhs.uk/conditions/coronavirus-covid-19/symptoms/

The measures outlined above is necessary to minimise the risk of the spread of COVID-19 infection and if you are feeling unwell and display any symptoms of COVID-19 please do not visit the College and ensure you contact your tutor to report the reason for your absence, who will be able to advise you further on how you can access remote learning.

We would also remind you that consideration of your own health and that of others should continue outside of the College. Please do remember to wear face coverings when visiting shops. We all have a role to play in protecting our community and we rely on everyone taking responsibility for their actions and behaviours.

We will keep you updated throughout the year on any changes. Please do speak to your tutor or contact Learner Services on myfuture@waltham.ac.uk should you have any queries or concerns.

We are excited that you have chosen to be part of the #TeamForest community at Waltham Forest College, voted London's First Choice Further Education College in the national student survey for the second year in a row. We will continue to support you to Create Your Future and wish you every success in the coming year.

Yours sincerely,



Amir Ahmed
Director of Learner Services and Marketing