



An Independent Preparatory School for Boys and Girls

8 Mattock Lane, Ealing, London W5 5BG

Tel: 020 8579 3662

Email: [info@cliftonlodgeschool.co.uk](mailto:info@cliftonlodgeschool.co.uk)

[www.cliftonlodgeschool.co.uk](http://www.cliftonlodgeschool.co.uk)

Tuesday 17<sup>th</sup> March

Dear Parent

As you know, our aim in managing the unprecedented development of coronavirus has been to ensure we can keep our children safe while acting calmly and proportionately in response to unfolding events. Unfortunately, we have now taken the decision that we must close the school from tomorrow, Wednesday 18<sup>th</sup> March until the end of the Easter Holidays. If this changes we will inform you accordingly.

The school day will continue as normal and from tomorrow we will commence our remote learning programme.

Until now we have sought to follow all UK government advice, which has been to keep schools open while taking precautions against coronavirus. However, we now have a significant number of our school staff self-isolating because they or a family member are in the high-risk category. While we do not have any confirmed cases of coronavirus, the level of staff shortages is such that we cannot continue to operate the school safely and effectively for the children.

I appreciate this news is unsettling but want to reassure you of the steps we are taking to provide support for our students and parents during the closure. As you know, we've been working closely with our Cognita colleagues in Asia, where some countries have had mandatory school closures for many weeks. Our plan for Clifton Lodge is informed by the practice they've put in place and we are confident we have an effective strategy for our children to continue learning.

We appreciate that there will be an impact on parents and our plan includes advice for you. With that in mind, our Group Wellbeing Director Beth Kerr has prepared the attached 'Be Well Tips' for parents on supporting your child during a school closure.

Your child's class teacher/form tutor/etc will hand you a pack at the end of today with specific details about their remote learning programme, which will be delivered in hard copy and via the VLE. Clearly this will be a new way of working and learning for us all and we expect to adapt the programme as we go. If closure extends beyond the Easter holidays, then we will be in contact about any changes to learning platforms or protocols. If you have an issue logging on to the VLE please contact Mrs Taylor: [lucie.taylor@cognita.com](mailto:lucie.taylor@cognita.com) in the first instance.

Thank you in advance for your support at this challenging time. Our teachers have been preparing well for the possibility of a closure. All our efforts are concentrated on two priorities: maintaining the wellbeing of our children and ensuring the continuity of their education in the days or weeks to come.



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All teachers will be on their school email address and will be contactable directly during school hours. We will continue to communicate closely with you throughout the closure and will update as soon as we have more information regarding when school will reopen. Please do not hesitate to contact us if you have any further questions.

Kind regards

Floyd Steadman  
Executive Head

Beth Friel  
Head of School

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