



Ref: PCD/KC

2 November 2020

Dear Parent/Carer

The safety and wellbeing of all students and staff remains a priority at Louth Academy. Last term, we strongly recommended that staff wore a face covering whilst moving around the site and in communal areas. I am writing to inform you that due to the increased government restrictions announced on Saturday 31 October, Louth Academy is requesting that all staff and students wear a suitable face covering when in corridors and other communal areas where social distancing cannot easily be observed.

Students may remove face coverings in all classrooms and when seated in the dining halls. If your child is exempt from wearing a mask, please contact the Academy and we will discuss your child's individual needs. May I also remind parents that all students are still expected to attend the Academy unless they display symptoms of Covid-19, in which case the absence should be reported to the Academy as normal.

We will be discussing this with all students on Monday 2 November and will continue to remind students regularly of how to wear, handle and store their face masks.

The safety and wellbeing of our students, and staff, continues to be our absolute priority and we have worked tirelessly over the last few months to have all safety measures in place so that we can continue to provide your child with an excellent education.

If you have any questions or would like to discuss this further, please do not hesitate to get in touch.

**A face covering should:**

- cover your nose and mouth while allowing you to breathe comfortably
- fit comfortably but securely against the side of the face
- be secured to the head with ties or ear loops
- be made of a material that you find to be comfortable and breathable, such as cotton
- ideally include at least two layers of fabric (the World Health Organisation recommends three depending on the fabric used)
- unless disposable, it should be able to be washed with other items of laundry according to fabric washing instructions and dried without causing the face covering to be damaged

**When wearing a face covering you should:**

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on
- avoid wearing on your neck or forehead
- avoid touching the part of the face covering in contact with your mouth and nose, as it could be contaminated with the virus
- change the face covering if it becomes damp or if you've touched it
- avoid where possible taking it off and putting it back on a lot in quick succession

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**When removing a face covering:**

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before removing
- only handle the straps, ties or clips
- do not give it to someone else to use
- if single-use, dispose of it carefully in a residual waste bin and do not recycle
- if reusable, wash it in line with manufacturer's instructions at the highest temperature appropriate for the fabric
- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser once removed

As the wearing of masks has become part of everyday life, I am hoping that this change can easily be adopted by all students. I would like to thank you in advance of your support for this additional safety measure.

Yours faithfully

Mr P C Dickinson  
Principal