



Dear Student

As a result of the continuing spread of coronavirus (Covid-19) United Colleges Group have taken the decision to suspend physical lesson activity on all College campuses from Monday 23<sup>rd</sup>. Subsequently, you will not be able to attend lessons from 23<sup>rd</sup> -27<sup>th</sup> March. From 30<sup>th</sup> March, lessons will re-commence, and timetables will be re-launched remotely. This means that students will be supported remotely by their tutors to complete work and assignments at home, using a variety of online apps and digital tools, as well as distance learning materials.

Until we are given definitive guidance by the Government, we are unsure how long physical lesson activity and attendance at College will be suspended for. During this time, however, you will be fully supported by your tutor and teachers. They will contact you frequently and in accordance with your usual timetabled activity, giving you clear instructions on what work and assignments to complete at home.

Please be aware that you should continue to follow your timetable remotely. Your teachers will be contacting you by the agreed communication mode at the times you would ordinarily have your lesson. Attendance will be monitored through your participation in the activity set by your teachers at these times. You will also need to make sure that you complete and submit work on the dates given to you by your tutor. It is critical to keep up with this work so your opportunity to pass your qualification is not hindered by the closure.

Whilst you are not attending College, please make sure you continue to follow any advice issued by Public Health England relating to group gatherings and hygiene practices.

During the period of closure, you will be communicated with and informed of any updated information. However, you should also check our website [www.cnwl.ac.uk](http://www.cnwl.ac.uk) regularly for updates on when you can return to College.

We know that this will present some challenges to you, but it is crucial that you continue to work with us to ensure you achieve the best outcomes from your studies at the College. The College will be working hard to support you in every way during this challenging time, but I would like to reassure you that all campuses will re-open and lessons will begin again as soon as it is safe to do so.

So, in the meantime keep studying from home as hard as you were when you physically attended the College.

Your faithfully

A handwritten signature in black ink that reads "Stephen Davis". The signature is written in a cursive style with a large, stylized 'S' and 'D'.

Group Principal