**COVID Statement**

The school year 2020/21 will be substantially affected by the impact of the coronavirus outbreak. The knock-on effects on school life and teachers’ working lives can’t be predicted with any certainty. So, all Maths Hubs work and NWLP work will be flexible and adapt to changing realities. There’s likely to be more live online collaboration where possible.

However, we would like to ensure you that where face to face sessions are being held safety of staff attending is our highest priority.

**What you can expect from NWLP:**

We are following current PHE and Government guidelines and as such the following will be in place at all events;

**When using hotel and conferencing venues**:

A member of the NWLP team will be at all events to ensure all attendees are adhering to advice given.

Larger than normal spaces have been allocated.

Staff at the venues are receiving daily temperature checks and will be wearing full PPE.

Full track and trace details will be taken on entry.

Sanitisation stations will be in place. With increased cleaning of shared spaces i.e. toilets/entrances.

Social distancing will be encouraged- one-way systems and 1m rule (where possible this will be 2m)

Refreshments will still be provided this will be served and/or individually wrapped.

**What we expect from delegates attending:**

Face coverings are strongly encouraged.

It is more essential, more than ever before, that people book in advance so that we can cater for and allocate recommended space to ensure the safety of all attending. Delegates that arrive without being booked on will be asked to wait to see if they can be accommodated safely. All bookings made to NWLP will receive a confirmation booking email being sent to you by Paula Foster once processed- [paula.foster@three-saints.org.uk](mailto:paula.foster@three-saints.org.uk) .

If you are displaying symptoms then please do not attend the event.

If you, or a member of staff from your school can not attend an event the usual cancellation procedure is in place.

Please note all cancellations must be in writing via email to paula.foster@three-saints.org.uk. A confirmation of your cancellation will be sent to you once received. Should you be in a position to supply a substitute delegate there will be no charges.

NWLP reserves the right to cancel any courses that have not reached sufficient delegate numbers to ensure financial viability. Schools that have booked any places will be notified by email of the cancellation with at least 5 days notice before the course is taking place. The cancellation email will be sent to the address of the original course booking.

The cancellation rates are as follows:  
14-30 days before: charged at 25%  
13-1 days before: charged at 50%  
Less than 1 day: Charged at full training rate

Finally, we are looking forward to welcoming you back to face to face events- we know online just isn’t the same. Nothing can replace networking and true collaboration that discussions (formal and informal) can bring. We ask that delegates help the team at NWLP to reduce the risk by ‘staying alert’ and being sensible to ensure you and your colleagues feel safe and secure when attending NWLP training.

We will endeavour to keep up to date with all Government guidelines and do our upmost to adhere to the guidance provided.

Stay safe and well.