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11 September 2020

Dear College Community

A warm welcome to all our College Community.

The last months have proved difficult for many and we are all looking forward to returning to some sense of normality. All colleagues at CTC have been preparing in advance for the new academic year and thankfully, all have returned safe and well to College.

Our students have now commenced their studies, with a mixture of some located in the UK attending College and many international students starting the new academic year on line. This latter method of studying can indeed present problems with internet connections and different time zones but we have already seen how dedicated our students are and how hard they are working often in difficult circumstances. They must be commended for their efforts.

The tutors too have spent many months preparing their online lessons to ensure the same high quality teaching and standards are maintained as well as looking at the use of the new technologies we have all become so familiar with over the last few months. My thanks must be extended to them for their professionalism and commitment to their students.

At the present time, we are expecting to have all our students back in the College on site by January 2021.

We have finally opened the new Student Village this week, our new on site Boarding Accommodation for 16 students. It was an ambitious project to undertake in the time frame and with the delays and supplies issues caused by the global pandemic. We have some more buildings to convert and internal alterations to complete but we are happy to have students on site and those here have settled well and are enjoying their new home.

Looking ahead, the safety and wellbeing of all our College Community has been foremost in our planning for the new academic year. We have many new measures in place and so far, all has gone well with everyone cooperating and following the new guidance.

As part of our safety measures, we are additionally contacting everyone who has been into the College to ask if they have experienced any symptoms of COVID-19. This process allows us to support the efforts against Coronavirus by giving us the ability to contact trace should we need to.

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If you or anyone you have come into contact with has had a positive COVID-19 diagnosis or are experiencing the following symptoms please contact the College urgently on 0208 688 5284 or email info@ctc.ac.uk. This will allow us to protect our students and staff.

· **A high temperature or chills** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)

· **A new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)

· **A loss or change to your sense of smell or taste** – this means you have noticed you cannot smell or taste anything, or things smell or taste different to normal

Stay at home (self-isolate) – do not leave your home or have visitors. Anyone you live with, and anyone in your support bubble, must also self-isolate.

Get a test – get a test to check if you have coronavirus as soon as possible. Anyone you live with, and anyone in your support bubble, should also get a test if they have symptoms.

Thank you in advance for supporting our efforts to stop the spread of the virus.

With all good wishes

A handwritten signature in black ink that reads 'Chris Drew'.

Dr Chris Drew
Principal