[BY EMAIL]

Dear \*\*\*\*\*\*\*\*\*\*\*

**re:  Health and Safety**

I am writing to inform you that, in order to protect myself and/or other persons from danger, I will not be attending [name of school/college] to work there at present. I will continue to be available to work from home.

Since the Government announced its decision to extend the opening of schools, the impact on the health and safety of pupils, staff and the community has been widely discussed. The mere fact of an increase in the number of pupils and staff attending school poses an increased risk.

The National Education Union (NEU) set out a set of tests to be met nationally and locally before it is safe for schools to open more widely. The NEU does not believe these tests have been met in full. Most specifically, the NEU does not believe that a robust test, track and isolate system is effective nationally or locally. Independent scientific advice concurs with this NEU view that wider opening on 1 June is not safe.

I believe that not attending work in the current circumstances is an appropriate step for me to take for the following reasons:

* The **dangers** that are preventing me from attending work are the risk of contracting coronavirus and or spreading coronavirus to others.
* The **person(s)** I am seeking to protect are myself, my family, our pupils, their families, my colleagues, their families and members of the public.
* I believe that this danger is **serious** because coronavirus infection is potentially fatal and has already resulted in more than 37,000 deaths in the UK. There are additional circumstances in my situation because: -
* I meet the Government’s definition of clinically extremely vulnerable.
* I live with someone who meets the Government’s definition of clinically extremely vulnerable.
* I am clinically vulnerable and proposed measures will not be sufficient to reduce the risk of my exposure to Covid-19 to an acceptable level.
* I live with someone who is clinically vulnerable and proposed measures will not be sufficient to reduce the risk of my exposure to Covid-19 to an acceptable level.
* I am BAME and it is well documented that the risk to me if I contract Covid-19 is more serious. Measures proposed will not be sufficient to reduce the risk of my exposure to Covid-19 to an acceptable level.
* I live with someone who is BAME and it is well documented that the risk to that person if they contract Covid-19 is more serious. Measures proposed will not be sufficient to reduce the risk of my exposure to Covid-19 to an acceptable level.
* I believe that, if I were to attend work, the danger would be **imminent** because

I don’t believe that your plans for 1 June comply in full with the joint union checklist – available here <https://neu.org.uk/planning-guide-primary-schools>

In addition: -

* My journey to work involves using public transport, where I would be in very close proximity to many other people, some of whom may be infected and or carrying the virus.
* My risk of exposure to Covid-19 cannot be reduced to an acceptable level.

I will be happy to return to the workplace when it is safe to do so, for example if the following measures have been put into place:

* The NEU’s five tests have been met nationally and locally.
* The joint union checklist has been complied with in full and all measures put in place.

In the meantime, I am of course willing to carry out any of my duties that can reasonably be undertaken from my home.

Your sincerely,

[Employee Name]

cc HR Department