

23 March 2020

Dear students,

We would like to thank you for your patience regarding the ongoing changes to our COVID-19 response, as we adjust to an ever-changing situation. We want to make sure that you, our students, are able to continue with your studies.

This afternoon the Government made an announcement that NZ will move to a Level 3 alert immediately, and move to a Level 4 alert over the next 48 hours. A Level 4 alert means that Future Skills campuses will be closed. For further information on alert levels and updates, please refer to COVID-19 Alert Levels. We will let you know when you will be able to return to the campus.

We are making final preparations to deliver your training during the lockdown of the campus. We will be using distance learning and correspondence, so that you can continue with your learning. Your tutor will be in touch with you by email and phone as to how we will proceed with your studies. Some classrooms are already set to use Microsoft Team, Outlook Team, Google Classroom, Skype, WhatsApp group chat, Messenger and Viber groups, to stay connected to the classroom. If you do not have access to internet and computers, you will be sent one months supply of course materials and assessments, and your tutor will be in touch with you by phone. Please make sure that we have your correct home address, email and phone number.

As the impact of the coronavirus continues to evolve, we face this unprecedented situation together. The pandemic is affecting all of us and we want to do our best to make sure all of us can go about our daily lives as normally as possible.

Stay well.

Kind regards

A handwritten signature in black ink, appearing to be "S Alavi", written in a cursive style.

Sam Alavi
CEO