



23rd March 2020

Dear Parent / Carer,

Following new government guidance today we would like to update you as follows:

- Our school sites will remain open for a very limited number of pupils and only those who absolutely need to attend; every pupil who can be safely cared for at home should be, to limit the chance of the virus spreading.
- We will inform parents if their pupil is able to attend the school site.
- Pupils on site will be well supervised and supported and will also engage in online working with our school staff team, the vast majority of whom are working remotely and will not be on site.
- Our teaching staff will remotely interact and educate pupils during the school day with pupils at home. We have set up all pupils with On Track email accounts and access to Google Classroom, an online learning platform, and pupils can access this platform on a computer, tablet or smartphone.
- Pupils will also engage with a range of online learning programmes, such as Mathematics, MyMaths and Spelldrome, and teachers will monitor their progress on these remotely.
- Using email addresses, we will set work for pupils and provide regular feedback on pupils' remote working progress to pupils and parents.
- We have put together paper based work packs for pupils, designed to cover the curriculum for a week, and we will be producing, distributing and collecting these weekly for those pupils who do not have internet or device access yet are remaining at home.
- As time goes on, we will assess the need to purchase a device for pupils to use at home should they not have access to one and they are remaining at home.
- We will be keeping in regular phone contact (daily) with our pupils and their families if they are not in school.
- For vulnerable pupils and families, we will be conducting regular home visits, to ensure we see the pupil. If the family is self-isolating, visual contact may be through the window.
- We will ensure that all pupils and families have our contact details, including DSL and deputy DSL, and those of other support agencies as appropriate.
- All contact with pupils and their families will be logged on SchoolPod, our information management system.
- We will be providing regular food, in lieu of school lunches, for vulnerable pupils and families.
- We will ensure our services adapt and change in light of new developments in order to maintain the education and the safeguarding of our pupils.

If you would like any further information or clarification, please do not hesitate to contact us.

Please remember:

Any pupils who have a new cough or temperature, should now stay at home for 14 days and anyone who lives with them should also stay at home for 14 days - even if they are currently well.

Symptoms:

- **A new continuous cough and/or**
- **High temperature**

Thank you for your support with this - we appreciate that it is a difficult time for all.

Yours sincerely

Jane Cox and Penny Harris
Directors