



Tuesday 24 March 2020

Dear Parent/Carer

In light of recent developments and government guidance, it is clear that both educational provision and life generally is going to be very different in the immediate future. As you are aware, we all have an important role in delaying the spread of Covid-19 by avoiding all unnecessary contact and travel.

Across our Trust each school has been looking at the results from the surveys sent out on Thursday to identify critical workers and vulnerable children and making plans to ensure they are well looked after whilst protecting staff wherever possible.

If you are a critical worker and have responded to the survey to indicate you need your child to attend school, please read this letter carefully as it contains further important details.

Schools have been asked to remain open in order to provide supervision for the children of those people crucial to maintain key services. School staff will be putting themselves and their families at greater risk in order to do this and therefore we need to ensure that we **minimise the risk as much as possible**. This means we will only be accommodating the students that we believe are entitled to attend.

If you have indicated that you will be sending your child in, can I ask you to read through the checklist below:

You should not be sending your child to school if:

- there is another adult at home, **even if they are working from home**
- you are a key worker but not working that day
- there is someone who is in the vulnerable category at home
- there is anyone in the household that has shown symptoms of the virus in the last 14 days
- you think it will be better for them to be in school (educationally / emotionally) **but they could be at home**

We need to use the limited resources we have only for those who critically need it. We will have few staff available and we need to rotate them in order to protect them and to maintain the support we are being asked to provide.

We will manage students in school as best as we can but we must make you aware that they will not be taught, as lessons are suspended at this time and many staff are not available. Students will have computer access and will be directed to complete the same work set for all students at this time. They will not be covering anything different to those students working at home.

Arrangements moving forward;

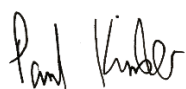
- Students can arrive at 8.35am at the earliest. We will register from 8.45 and students will be taken to computer suites at 9am.
- Whilst on their way to school and when waiting to be let in, they must maintain the recommended two metres social distance from others.
- They will be asked to immediately go to wash their hands upon arrival at school.
- They will be allocated a group with no more than 15 students in it (if staffing allows) and will be asked to sit in rooms maintaining at least one chair's distance.
- Students should wear warm clothes suitable for physical activity.

It is important to understand that our school is operating in a very limited manner at this time and only to support critical workers and vulnerable students who would be unable to cope without us. We are asking staff to put themselves and their own families at greater risk and student staff ratios will need to be considered daily. We know our students will be worried and anxious at this time and we will do our best to ease this and keep them calm. Please understand however, that we will not be equipped to manage inappropriate behaviour at this time and any student who breaches rules or safety guidance, putting others at risk, may have to be sent home.

If at any point it does not look as if we are able to stay open safely, i.e. we do not have enough staff, or do not have enough first aiders, we will liaise with the Trust and then the Local Authority to organise alternative provision. We will do everything we can to keep the school open in order to offer this supervisory service to those who most need it but, of course, we cannot guarantee that we can provide this indefinitely. The uncertainty of the speed and spread of Covid-19 means we have no way of knowing who will become unwell, how seriously or for how long. **Please be aware that if staff or students become unwell on site with a new, continuous cough or a high temperature, they will need to be sent home.**

We will strive to update you regularly with all relevant information. Please also keep up to date via the website through the **school closure tab**. Thank you for your ongoing support in these difficult times.

Yours sincerely



Mr Kinder



Mr Day

Joint Heads of School