

18<sup>th</sup> March 2020

Dear Parent/ Carer

Below is a response to the ongoing changes to the Coronavirus situation. I have written the questions that you have asked and our response to date. Please note: this was written at 8:20pm on Tuesday 17/3/20 night and was checked by 9am on Wednesday.

### **How do I make the decision about whether to keep my child off school or not?**

In the event your child presents with the key symptoms, please notify the school.

Please continue to follow Government guidelines:

- <https://www.gov.uk/coronavirus>

### **What is the best way to inform the school that my child is ill?**

Our normal form of communication to report a student absent is via the direct attendance email: [attendance@edwinstree.herts.sch.uk](mailto:attendance@edwinstree.herts.sch.uk). Please use this email account to report your child absent due to ill health or self-isolation. This is the quickest and most effective way of letting us know.

### **If my child is ill, do I have to keep emailing in every day?**

If you are reporting your child absent due to anything other than Coronavirus symptoms, please email daily. If you have informed us that you are following the Government advice and your child is self-isolating [14 days isolation period], please contact us the **day before** they are due to return to confirm your child is fit to return to school.

### **If we decide on seeking advice that we need to self- isolate, will the school provide work for my child?**

Currently, the school is operating with reduced staff and this number is shrinking daily, so our priorities are as follows:

- **Priority 1:** To ensure, wherever possible, lessons remain meaningful and follow the Scheme of Work. Assessments are completed on time and marked, and feedback given so that students can continue to progress.
- **Priority 2:** Developing a bank of work that can be completed at home in the event of school closure
- **Priority 3:** Finding work for students to complete at home as more and more individuals self-isolate.

Please be aware that in delivering Priority 1, staff are now foregoing non-contact times, planning and marking allocated time and are teaching out of their specialist areas where they are covering. Alongside this, our Middle Leaders are planning after school, in addition to their normal workload, to provide meaningful work for students in order to meet Priority 2.

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Yesterday, we had an understandable, but unrealistic expectation from parents that, where decisions had been made to self-isolate, school would be able to coordinate their child's individual work and get it to the parent by the end of the day. This is not the case. Our attendance has gone from an average day of around 12 students out, to 47 on Monday and 97 on Tuesday. We simply do not have the capacity to complete Priority 3 and coordinate individual work for students.

Last night staff worked on an interim measure to provide work for self-isolated students with websites and suggestions for them to complete learning from home, which is attached. Please make sure as part of this learning you don't lose the opportunity to read with your child and discuss and question what they have read. The Reading Detective, in your child's KS2 or KS3 passport, is really helpful in supporting you to talk about the book they are engaging with.

### **Are you having large gatherings in school, like COWO?**

No, apart from lunch where students are around each other, the whole school will not meet together for reflection. Instead, this will take place in tutor rooms.

### **What about clubs?**

Clubs with external providers have been postponed until further notice. Internal clubs are running this week. We will update you on Friday 20/3/20, but like everything, please have contingency plans in place.

Thank you for your support.

Yours sincerely

**Jo Gant**  
**Headteacher**

Enc: Homelearning