



20<sup>th</sup> March 2020 9am

Dear Parents,

The government has announced that all English schools will close from the end of today, Friday 20 March 2020.

The government has asked parents to keep their children at home, wherever possible, and asked schools to remain open **ONLY** for those children who absolutely need to attend. Schools are, being asked to continue to provide care for a limited number of children - **children who are vulnerable and children whose parents are critical to the Covid-19 response and cannot be safely cared for at home.**

Vulnerable children include children who are supported by social care, those with safeguarding and welfare needs, including child in need plans, on child protection plans, 'looked after' children, young carers, disabled children and those with [education, health and care \(EHC\) plans](#).

Parents whose work is critical to the COVID-19 response include those who work in health and social care and in other key sectors outlined below. Many parents working in these sectors may be able to ensure their child is kept at home. **Every child who can be safely cared for at home should be.**

Please, therefore, follow these key principles:

1. If it is at all possible for children to be at home, then they should be.
2. If a child needs specialist support, is vulnerable or has a parent who is a critical worker, then educational provision will be available for them.
3. Parents should also do everything they can to ensure children are **NOT** mixing socially in a way which can continue to spread the virus. They should observe the same social distancing principles as adults.

By the close of school today, pupils who are in school should clear their lockers and take home all their belongings, including everything they will need over the coming weeks, when we will move to online teaching, as described in my letter to you yesterday.

For students in years 7-9 please come into school **before 3pm TODAY Friday 20<sup>th</sup> March 2020** to collect any personal belonging, equipment or books that you have left in school. If you are unable to do this please email [enquiries@coxgreen.com](mailto:enquiries@coxgreen.com) to make arrangements if the items are essential only.

### **Provision for vulnerable pupils and the children of key workers**

We will be open from next Monday to provide supervision **ONLY** for the children of key workers and vulnerable pupils as defined by the government.

If you believe that you qualify as a key worker or if your child qualifies as a vulnerable pupil and you need to use this service, **please check your text messages and respond to the questionnaire that has been sent to you.**

**It is important to note that, in order to comply with the government's objective of minimising the number of pupils in schools to limit the spread of infection, this service cannot be extended to the children of non-key workers or to non-vulnerable pupils. We therefore must insist that pupils who do not qualify do not come to school from Monday.**

**Key Workers include:**

- NHS Employees
- Emergency Services - including Police, Fire and Armed Forces
- Care Worker (private sector)
- Supermarket staff
- Food Production or Distribution
- Government/Local Authority Official - Essential to COVID-19 response
- School Teacher or Education Worker
- Nursery Worker
- Delivery Driver
- Public Service Broadcaster
- Transport Worker

**Operation of the school during closure**

Throughout the period of partial closure, the school email system and telephone switchboard will remain operational, albeit at reduced capacity. Please send emails to [enquiries@coxgreen.com](mailto:enquiries@coxgreen.com). We will update parents on a biweekly basis of any changes to arrangements as they unfold and further guidance is received from the Government on how best to proceed. Please do check our website regularly for any updates.

Throughout the next two weeks, that is, up to and including Friday 3 April (the planned end of the Spring Term), there will be online tasks for pupils to complete. We have anticipated reaching this stage and departments have created on line work which will support current schemes of learning and can be accessed through DODDLE – this may also have links to other online resources. To support the learning process, I would encourage that you plan to structure the day in “chunks” of time, rather like a school timetable, so that all students will know when they have learning as opposed to leisure time. Of course, this is a completely new model and it may not always operate smoothly.

We will be reviewing the online learning platforms over the next two weeks and from April we will also be operating Microsoft teams and will update you on how this process will work for students on a day to day basis in the next week.

Please do encourage leisure activities during this period – reading, online games, board games all of which promote necessary social interaction. We recognise that the pupils will miss the social interaction of school life; some of this may be retained through the new method of delivery, but in any event we will all benefit from good humour and goodwill over the coming weeks as we move to new ways of interacting. Please do follow these links <http://cgss.co/tx200320> and <http://cgss.co/tx200320a> to read the information on mental health and wellbeing on our website.

### **Trips and visits**

All trips for the rest of the academic year are cancelled and where feasible will be re-arranged for next year. Students and parents who are affected by this will be contacted separately. If you have paid for a trip please look out for an email with information as to how you will be refunded. Please bear with us on this as we have many priorities and much to action.

### **Public exams and other assessments**

On Wednesday evening, as you know, the government announced that UK public examinations are not to be held in the summer. We have been so impressed with how well students have worked this year and their excellent focus and engagement in particular in the March mocks. We understand that it is really disappointing for them all that after all their hard work they will not be sitting final exams in May and June. They and you as parents who have supported them have our sincere sympathies. These are exceptional and unprecedented times. While we recognise that this is undoubtedly going to cause concern to your sons and daughters, please do not contact us about the public examinations, or about implications for university entry, because we simply do not have any information at this time.

Please be assured that we will contact you at the first opportunity when we have any information from Ofqual, or from the examination boards.

### **Support and advice**

Please continue to check the latest advice from Public Health regarding Covid-19: <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>

**Please note that if anyone in your home has continuous cough or fever – the government are asking that the whole family stays at home for the next 14 days.** If your child has an underlying medical condition and you are concerned that they are at risk of becoming seriously unwell if they catch COVID-19 – government advice is that they should stay at home

We also understand that many parents will be concerned about the financial impact of the Coronavirus. The Government announced that a national voucher system would be introduced for those eligible for free school meals. We do not have further information at this stage, however we will continue with the current arrangements in place for those in receipt of free school meals until further guidance is available.

Finally, thank you to you all for your support for the measures we are taking. We shall be relying on this support very heavily as we make our way through uncharted waters. The strength of our community has seen us through difficult times before; it is what we do. We need to – and of course will – pull together once again.

Yours sincerely

Frances Walsh  
Headteacher