

Headteacher: Simon Harrison BA (Hons) FHA

Our ref: SHN/ADL/LCH/Parent update letter - September 2020 Contingency Planning

17 September 2020

Dear Parents and Carers

Last week, I wrote to you about changes to the use of face coverings at Crofton School. I am pleased to report an excellent response to this change from your children. As with the other safety measures that have been necessary to ensure a full and safe reopening of the school, the students have needed very few reminders, and continue to behave in a safe and responsible manner. Much of this is down to your support as parents and I do appreciate this.

I also mentioned in my last letter that I would provide more details on our contingency planning should any form of school closure be required, and am now writing to communicate this along with some further brief updates and reminders.

Contingency Planning

We hope and expect the school will continue to remain fully open, as I am sure you do. However, we do need to plan for the possibility of further closures and I hope you will find the following summary useful, for your own information and reassurance.

In circumstances requiring remote education, we would provide the majority via Microsoft Teams. Parent and student feedback identified this as the most effective aspect of our home learning provision before the summer. We are currently working with staff and students to ensure this can be used even more effectively across the curriculum in the event of a closure. Students can access it via PC, laptop or mobile devices. In some circumstances, we may also support this with work set on Satchel:One. Year 7 students are currently being set up on Satchel:One and Teams. If your child is having any difficulty accessing either of these platforms at home, please contact homeworking@croftonschool.co.uk as soon as possible so that we can help with this.

A closure could happen under a number of different circumstances. Government guidance could change, and unforeseen circumstances may arise. However, based on our current knowledge, the likely scenarios can be summarised as follows:

Partial Closure due to one or more students testing positive for Covid 19

The extent of this closure would be directed to us by the local Public Health England Health Protection Team, once we have provided information about students who had 'close contact' with those students testing positive. If this only involved a small number of additional students needing to self-isolate for 14 days, we would provide remote learning for them via the Satchel: One platform. However, should a whole year group be required to self-isolate, then we would move to remote education via Teams for the majority of lessons, following the usual school timetable. This would also apply should we need to implement a partial closure by year group due to staff absence.

Closures centrally directed by Government

These would be for whole year groups, and therefore remote education via Teams will be used for the majority of lessons, following the usual school timetable. Government guidance states this type of closure would be undertaken in a 'tiered' approach. Tier 1 would be a 'local lockdown', where schools would remain fully open under the same measures currently in place at Crofton. For Tier 2, year groups would be in school on a two week rota basis; two weeks in school as normal then two weeks at home remotely educated. The school would choose which year groups, and when, depending on the stage of the year. At Tier 3 the government would direct which year groups would remain in school, and Tier 4 would be a full closure. For Tiers 2 to 4, the school would remain open for vulnerable students and children of Critical Workers as with previous closures.

Further details are available in the Safety Measures section of our Coronavirus website pages <https://www.croftonschool.co.uk/coronaschoolsafety>. Should it be necessary to activate any of these contingency plans, we would contact parents directly, as soon as possible.

At present there is no indication these plans will be required, but I hope you will find it reassuring to know plans are in place should the need arise in the future.

Forthcoming Dates

Wednesday 23 September - Open Evening

This will not take place as a live event. Instead we will be providing a 'virtual' experience for prospective parents including a site tour, presentations from myself and the Chair of Governors, subject information and more. We also hope to offer tours of the school site, however for safety reasons these will take place after the students have left the site with a range of additional safety measures. More details will be published on the school website next week.

Monday 28 September - INSET Day

School will be closed to all students.

Wednesday 30 September Year 7 meet the tutor event, 3.00pm to 6.00pm

Mr Playford will be in touch with Year 7 parents shortly with further details.

We have explored extending this event to Years 10 and 11 but, following a risk assessment, feel it would bring too many additional adults onto the school site. We are currently looking at alternatives for these and other parent events including Parents' evenings, and will be in touch soon with our plans.

Communicating with School

Although the school is currently operating at normal levels of staffing, each role has had to be adapted to the current circumstances. I hope you will therefore understand if at times our response to some queries is not as rapid as usual. Teachers in particular are mostly unable to check emails during the school day, so same day responses are unlikely unless the matter relates to an urgent safeguarding issue. Do check our coronavirus pages on the school website, we continue to update these with the most up to date information and FAQs based on common parental queries <https://www.croftonschool.co.uk/coronaschoolsafety> and of course do not hesitate to contact us on school@croftonschool.co.uk

Attendance

Students **must not attend school if they have any Covid-19 symptoms**. These are:

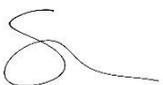
- a high temperature - this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you have noticed you cannot smell or taste anything, or things smell or taste different to normal.

More information from the NHS on symptoms and actions to take can be found here:

<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>

We are all enjoying a return to some normality, I cannot emphasise enough how impressed the staff have been with your children's response in the last two weeks. I look forward to continuing our work together as the term progresses.

Yours faithfully



Mr S Harrison
Headteacher