

17 March 2020

Dear Parents/Carers

### **Contingency Planning for Coronavirus**

As you will no doubt be aware, the impact of Coronavirus is being experienced in schools. This has escalated with the new government guidelines for people to self-isolate for 14 days if they or anyone in their immediate family have a persistent cough and/or high temperature. These guidelines have already seen some staff self-isolate, and it is likely that their number will increase over the next few days and weeks.

As a school, we are determined to continue to offer a quality and safe education provision for your child despite these challenges. However, a situation may soon arise where reducing staff numbers may mean that we are unable to offer this to all students. Should this occur, the plan is to start with partial school closures for some year groups, so that we can continue to effectively offer provision to others.

We can't be sure when or if this will happen, but this communication is designed to provide some degree of advance warning that this is a possibility, and also what to do should this occur so that learning may continue at home and students are kept safe. Below are some guidelines for each to help ensure these twin aims are achieved should the school be closed to your child:

### **Student Work & Learning**

Throughout the closure, staff will be regularly emailing students with work to complete. Work will either be emailed to students directly, or shared via Google Classroom. Students should check their school email daily to check for work being sent, and should where possible try to work to their school timetable whilst at home. Staff will be in regular contact with students to offer feedback about work completed, especially for those students in Year 11 who are approaching their final exams. Where students do not effectively engage in this process, senior members of school staff may contact you directly to help them access their work. If you have any questions about student work during the school closure, please contact Mr Turvey via email: [studentprogress@uak.email](mailto:studentprogress@uak.email)

### **Keeping Your Child Safe**

If you have any non-emergency concerns regarding your child's wellbeing or safety please contact Mrs Petrik-Davies via email: [hpd@uak.email](mailto:hpd@uak.email) or 07841 020733. If you have a concern about another child's welfare or wellbeing, call Children's Social Care Initial on 01274 435600 (Office hours 8.30am to 5pm Monday to Thursday, 8.30am to 4.30pm on Friday). At all other times call the Social Services Emergency Duty Team on 01274 431010. If you have an emergency, or if you have reason to believe that a child is at immediate risk of harm, please contact emergency services on 999.

### Free School Meals

We want to ensure that school closures do not prevent those students on Free School Meals from having their lunch entitlement. To ensure this doesn't happen, students in year groups that are closed can still come into school at the normal time to have their meal as usual. If students wish to do this, we ask that they come in full school uniform so that we maintain school and safeguarding standards. However, bearing in mind current circumstances, students who are self-isolating due to Coronavirus should not come into school whilst they pose a possible danger to other students and staff.

### Keeping you informed:

We aim to keep you as informed as possible during the period of school closure. The main place to check for updates is the school website (<https://uak.org.uk/coronavirus-update/>). Here you will find all the key information about student work and learning, keeping students safe, links to guidance from Public Health England, and information about school re-opening. We will also continue to use the schools texting service to keep you informed of any updates.

If you have any other queries relating to the school closure or supporting your child's learning or wellbeing during this time, you can contact the school via email: [support@uak.org.uk](mailto:support@uak.org.uk). If you have any concerns about your child's physical health as a result of coronavirus, you should dial NHS- 111 as a first point of contact.

Thank you for your continued support during this unprecedented time of school disruption. Despite the closure, as a community we can work together to ensure that we minimise the impact to your child's educational journey.

Yours faithfully

Jon Skurr

Head of School