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'Innovative Education – Transforming Lives'

5th January 2021

Important Communication from the CEO:

Dear Parents and Carers,

After further advice from the Department for Education, I am writing to communicate with you, the following updates we have received and the procedures that we are putting in place at all our academies/school. Firstly, please can I express my sincere thanks in the supportive manner you have helped our academies to implement these changes in these unprecedented times. I am sure you would agree that we are all very anxious at this time and we are trying to take the best approach to manage these risks whilst still providing a service to our communities.

The Department for Education has instructed schools to close from Tuesday 5th January 2021 until at least half term which is Friday 19th February 2021. We will remain open to provide provision for children of critical workers and for vulnerable children. In our academies we will be implementing these measures to support our pupils and families:

Measures to be implemented from Wednesday 5th January 2021

- Academies/schools will open for critical worker pupils and vulnerable pupils
- Parents must contact the academies/schools by Tuesday at 3.00pm to state that they require this service so we know how many pupils will be in the academies/schools from Wednesday 5th January 2021. Academies/schools have sent out some surveys for you to complete
- Parents will also need to request working packs of resources and equipment so that we can collate this, you will then be provided with a time to collect. These will be packs of pens, workbooks, reading etc.

Critical workers, are identified in the attachment I have sent with allocation based on priority and staffing capacity available.

Access to the voucher system for Free Schools Meals:

- Pupils within the academies/schools will receive their meals if they are on site. We are liaising with our catering providers for this. This would be paid in the usual way.
- We are liaising with our catering providers to provide a cold meal service or food hampers for families who are entitled to receive a free school meal up to Friday 8th January 2021.
- From Monday 11th January 2021 a voucher system will be put in place. This will be allocated at £15 per pupil per week. Please ensure that the academies/schools have the correct contact details for you and email addresses so that we can put this in place if you know these have changed since last July.

- If parents do have concerns about providing meals for children, please contact the Principal/Head Teacher and we will help and support you all we can. We have made links with local community organisations in order to provide any support for any family which requires this.

Arrangements for Pupil Remote Learning whilst at home and in the academy:

All pupils have access to the Seesaw App or the Tapestry app in early years.

- **Teachers will be uploading daily lessons, videos and activities.**
These will be manageable for pupils and parents and through the app you can contact the teachers if you have any concerns. Teachers will provide feedback on all the learning activities completed
- Individual plans will be followed for pupils on EHCP if they are not attending the provision. Teachers will contact individual families to set this up
- Communication will be updated on the academy/school website, through email, twitter and through text messaging services

ICT Devices:

If parents require any remote learning devices for their child(ren), we can provide these. Our DFE devices also have access to the Wireless network. Please contact the academy and we will ensure these are distributed to you.

I fully appreciate that this is a difficult time for everyone and each family's circumstances will differ in the amount of support and time that can be given to children to complete the learning tasks set. Some parents may follow a strict timetable of activities and others will be more flexible in their approach. Please do what is best for your family and all our staff will help and support as much as we can. (Whilst educating our own children too, who at times, answer back and refuse unlike your children!!)

Communication with Parents:

We do know how long this closure will continue and therefore critical workers may need different arrangements as the time progresses. If you need to contact the academies/schools to make any additional arrangements or that you require any support, please contact them via email on these addresses:

enquiries@carrlodgeacademy.org

Alternatively, you can contact our Trust Central Team on:

admin@exceedlearningpartnership.com

Or myself CEO on:

ceo@exceedlearningpartnership.com

Social Isolation and Safety:

Whilst pupils are remote learning at home, please could I ask that you follow all the guidance provided by the Government in order to keep you and your family safe. Whilst children are a low-risk group, they can be carriers of the virus and therefore we need to be mindful of adults and other people within our communities.

Please can I also request that during this time, you are aware of where your child(ren) are and what they are doing. We do not want our pupils to be involved in any anti-social behaviour or criminal activity.

Finally, we will continue to update our parents and carers, over the coming days of any further information. It is essential that we approach this in a calm, measured and conscientious way.

I want to reassure all parents and carers again, that the education and safety of our pupils and staff are paramount in our planning, as well as the need to provide continuity in our provision.

Thank you so much and take care!

Yours sincerely,

B.A. Nixon



**Mrs B.A Nixon
CEO**

**Mr John Blount
Chair of Directors Board**