

‘Innovative Education – Transforming Lives’

15th April 2020

Important Communication from the CEO:

Dear Parents and Carers,

I hope you and your family have had an enjoyable Easter. I am writing to update you further on the guidance we have received from the Department for Education (DFE) in relation to our academies. At the present time, the DFE have instructed academies / schools to remain closed to all pupils, except those whose parents are key workers and vulnerable pupils.

All academies have provided childcare arrangements to a small minority of pupils in order to provide a service to our communities. This had been working well in all our academies.

Extended Hours and Weekend Provision

At Exceed we have been surveying parents in all our academies in order to evaluate whether parents of key workers require any further provision. This includes:

- Extended opening hours up until 8.00pm in the evening in order to support key worker shift patterns, particularly for NHS workers
- Weekend provision (available within our Trust at Sandringham Primary School, which is within walking distance from the hospital) Members of staff from the academy which your child attends, will be available to support the pupils.

If you require this provision, please contact the Principals/Head Teacher and we will ensure that this is implemented for you.

The Local Authority has also informed the Trust that they will be undertaking an area survey of key workers in order to plan provision on a wider scale for the Borough. We will send out the links to parents, once they are available. Please can you ensure that you respond to these in order to ensure that all key workers are able to access the provision they require.

I want to reassure parents of key workers and vulnerable pupils that we have implemented all the social distancing and handwashing procedures within all our academies in order to limit any risks. We have also changed our staff rotas in order to reduce risk wherever possible.

Access to the National Voucher System for Free School Meals:

- All the academies have accessed the National Voucher system for parents who are entitled to Free School Meals.
- We have also registered a number of parents who are now eligible for free school meals through our weekly calls to parents.

If any family is finding themselves in difficulty at these challenging times and would benefit from receiving meal vouchers, please contact the Principal/Head Teacher directly, who will look into implementing these for you.

Arrangements for Pupil Learning whilst at home:

Learning packs will be updated after the Easter Break. These can be accessed in the same way as before Easter, via the [class blogs](#).

As stated in my previous correspondence, we follow the process below:

- **By Lunchtime every Friday**, teachers will upload the following activities
 - 5 Maths activities
 - 5 English activities
 - 5 topic activities
- All information will be on the class blogs, which will also be updated throughout the week.
- Individual plans will be reviewed for pupils on EHCP. Teachers will contact individual families to do this.
- Communication will be updated on the academy/school website and through ParentMail

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 for children to complete the 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.

Well-Being and Support:

A number of families have contacted us recently about the well-being of pupils or pupils becoming anxious. On each academy website, we have created a page where you can access support materials in order to discuss Covid-19 with your child(ren). These materials are a guide to help children understand the changes that have taken place and the reasons for this.

We have also put a range of services which can be accessed if parents require any support during these challenging times.

Communication with Parents:

We do not know how long this closure will continue for. If you need to contact the academy for any support, please contact them via email at this address:

support@carrlodgeacademy.org

This email address is monitored by senior leaders and we will do whatever we can to help.

For general enquiries, our regular email address is being monitored daily by the admin team:

enquiries@carrlodgeacademy.org

Alternatively, you can contact our Trust Central Team on:

admin@exceedlearningpartnership.com

Or myself CEO on:

executiveprincipal@exceedlearningpartnership.com

Social Isolation and Safety:

Whilst pupils are not in school, please could I ask that you continue to follow all the guidance provided by the Government in order to keep 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 other people within our communities.

As I have requested previously, please could I ask you to ensure that you are aware of where your children are and what they are doing. We want our pupils *to be safe* and do not want our pupils to be involved in any anti-social behaviour or criminal activity.

Finally, we will continue to update our parents, over the coming weeks of any further information. Thank you for your kind messages and comments that the staff are receiving in each of our academies. They are really appreciating these. We have also seen some very creative learning happening both within our academies and from our pupils at home. Parents I want to express my sincere thanks for the great job you are doing in home-schooling!

I also want to thank all my colleagues within each academy. They have shown an overwhelming sense of commitment and dedication to ensure that we can continue to provide this provision, for this, as I am sure you will be, we are immensely grateful.

Keep Safe!

Yours sincerely,

B.A. Nixon



**Mrs B.A Nixon
CEO**

**Mr John Blount
Chair of Directors Board**