

17<sup>th</sup> March 2020

Dear parent/carer,

We are writing to you to try to provide some clarity regarding school and your child's education following announcements from the Government yesterday evening.

We are all working extremely hard across Pathfinder Schools to maintain as much normality as possible. However, following the most recent guidance this is getting increasingly challenging.

These are uncertain times for us all this letter is based on what we know this morning and may well change later in the day.

### **Pathfinder Schools remain open**

This is our intention until such a time that staff absence or confirmed cases of Covid-19 make it unsafe to remain open OR the government announce school closures. However if the health and safety of your children are put at risk we may have to make alternative decisions – we will of course keep you updated at all times.

In light of staff absences many of our schools may well be exploring creative teaching arrangements in order to keep school open. This may include merging groups, using non-specialist teachers and using larger spaces for teaching. Please bear with us. As always it will be priority to ensure our students are safe and well. In addition, they will get a relevant learning experience – it just may differ from their usual timetable.

### **Self – isolation**

If your child needs to self- isolate in line with government guidance please call school to report the absence in line with your schools normal practice. Once we are notified of a 14 day self-isolation this absence will be authorised by school and classified as 'exceptional circumstances' this is in line with the guidance from the Department for Education. It will not be necessary to call each day.

In the case of all other absence, please call and report in the usual manner. We will continue to code absences as authorised or unauthorised depending on circumstances, again in line with guidance from the Department for Education. However, we do not want this to play a factor in your decision-making – attendance monitoring is not our main priority currently, our overriding concern is the safety and wellbeing our pupils, staff and families.

### **Work for students**

At this time we are making challenging decisions very quickly whilst putting in contingency plans for possible school closure, our priority is to keep the school working calmly. Should your child need to stay at home we will be sign posting you to the many online resources available for students to access that they use as part of their lessons. Each Pathfinder School will be doing this in line with their own current practice, Please rest assured that should schools be closed, specific guidance will be sent to you regarding school work and expectations.

### **School events**

In the light of current guidance around social gatherings all additional school events are cancelled for the foreseeable future. This includes:

Discos on 31<sup>st</sup> March

Parents evenings on the week commencing 23<sup>rd</sup> March

Easter Egg tombola on 3<sup>rd</sup> April

Easter Bonnet Parade on 3<sup>rd</sup> April

In addition to this we are making the following plans in school to limit social contact within school:

Whole school assemblies have been cancelled

External visits and trips are cancelled

Year group meetings at HJS are cancelled

At Havelock Infants children eat lunch in the hall a year group at a time and are spread out across all the tables available.

At Havelock Juniors children eat hot lunches in the hall spread out between all the tables. Packed lunches eat in the classrooms after tables have been sanitised.

Hand washing and general hygiene is reinforced continually throughout the day.

We will of course keep you updated in light of any new guidance.

Throughout the coming weeks we want to continue to support you and your children. This is a time when our home-school partnerships will be needed the most and tested the most. We can assure you we will do our best to meet your child's needs.

Please do not hesitate to contact us should you have concerns.

Yours sincerely,



Ann Davey  
Chief Executive



Rachel Kiziak  
Executive Head Teacher