



A Guide for Havannah Primary School Pupils and Parents

January 2021

WE ARE ALL IN THIS
together



Dear Parents and Children,

All of you will now be aware that the government announced that all schools would close on Tuesday 5th January for most pupils. The closure is until further notice. Schools will remain open for some pupils; children of critical workers, children who have an Education Health Care Plan and vulnerable children. Therefore, the majority of our pupils will be at home for the remainder of this half term until further guidance is issued. The decision of a school closure does not suggest schools are no longer safe places for young people. Instead limiting attendance is about reducing the number of contacts that all of us have with people in other households.

If you feel you are a critical worker and it is **absolutely necessary** that you need a place for your child you should contact the school office. You may be asked to provide evidence regarding your role as a critical worker for example, your payslip or ID badge.

Following the release of Government Guidance on the full closure of schools, we have been working tirelessly to create a plan going forward and we are now in a position to share our plans with you for delivering remote learning for all pupils at Havannah Primary School. We hope the information below will help you and your child during the school closure period.

Bubbles

For those children who are eligible to attend school during lockdown, we are continuing to use a bubble principle approach with our critical worker pupils to help minimise risk. This time we have organised the children in four separate Critical Worker bubbles which are set out as follows:

- Reception critical worker bubble
- Year 1 and Year 2 critical worker bubble
- Year 3 and Year 4 critical worker bubble
- Year 5 and Year 6 critical worker bubble

Children attending the Critical Worker bubbles can access this via their usual school drop off and pick up points. To fit in with our new remote learning, we have amended the start of the school day. This is to ensure children can access the zoom sessions planned.

Drop off 8:40am -8:50am
Collection 3pm -3:10pm

Children attending school during this period are NOT expected to wear school uniform.

Hot school meals are still available daily for pupils in school. These can be booked via Parentpay as usual. School meals need to be booked by the Thursday for the following week as normal procedure. Any queries regarding lunches please contact the school office. Please can children who are attending school in the critical worker bubbles please bring in a snack from home as snacks will not be available to purchase from school.

We are also asking parents to still be vigilant if your child is ill. Please do not send your child into school if they are displaying any of the symptoms outlined in the previous letters.

Remote Learning

During this period of lockdown, we will be providing virtual teaching to all pupils. As a school we hope to ensure all pupils have meaningful work each day in a number of different subjects. We will aim to set work equivalent to the core teaching pupils would receive in school as a minimum.

Your child will have daily access to lessons via 'Zoom' and additional support materials. Your class teacher will send a Zoom timetable to you via Dojo today along with the Code of Conduct and Instructions on how to access the Zoom lessons. As parents, we ask you to support your child with these activities and encourage them to engage in learning each day as much as you are able. Your teacher will communicate with you on a daily basis via Dojo to answer any questions you may have. Please make sure you have signed up to your child's Dojo account to enable seamless communication between you and the class teacher.

We have purposely staggered the sessions across the day to help parents with multiple siblings across the school in regards to accessing electronic devices. However, if you still find that there is an issue in regards to accessing remote learning, please contact the school office where we will do our utmost to support you.

If your child is accessing the critical worker group in school, they too will access the remote online learning lessons provided.

In regards to reading, you will receive a separate letter by the end of the week to signpost you to access online reading materials.

Lockdown packs

To further help support your child's learning at home, we have created Lockdown Learning packs for each child to provide them with some basic resources that will help facilitate their learning at home e.g. RWI Speed sound mat, numberline, pencil etc. These will be available to collect from the school office from Friday 8th January.

Free School Meals

Until we receive further guidance regarding the voucher scheme, free school meals will be provided for all infant pupils in school and for any pupils who are eligible for income based (Pupil Premium) free school meals. FSM pupils not in school will have a lunch pack made up for them and these can be collected from the entrance hall daily between 11.30 - 12.30. Please let the school office know if you require a lunch pack. If you have difficulty in collection, we are able to support delivery through Congleton Town Council.

Breakfast and Afterschool club

We will continue to run our Breakfast and After School Club until further notice for our pupils eligible to attend school and this service continued to be chargeable. If you require a place, then please let the office know via email as soon as possible at admin@havannah.cheshire.sch.uk

Our Breakfast and Afterschool club will also continue to operate on the principle of smaller bubbles.

ELSA support

If you feel your child may benefit from accessing individual sessions of emotional support from Mrs. Taylor, then please do get in contact. Mrs Taylor will be sending out a letter to all children who are already accessing ELSA sessions to organise a timetable of how she can best support your child remotely. Mrs Taylor's email address is taylor@havannah.cheshire.sch.uk

SEND

Mrs Slater-Baynes will be sending out a letter by Friday 8th January regarding pupils with SEND. This will outline ways we can try to help support your child's learning at home and signpost to outside agencies that are offering support. If your child is in receipt of an EHCP then they are entitled to school-based provision. Mrs Slater-Baynes will be in regular contact during lockdown with those children currently on our SEND register. In the meantime, please do get in contact with her on slater@havannah.cheshire.sch.uk if you have any questions or concerns.

Safeguarding

Whilst the school is closed, our duty and responsibility to safeguarding our pupils remains. Our regular check ins with families needing a bit of extra help and support will continue throughout the period of school closure. Please do not feel offended if a member of school staff calls to check in with you, and to speak to your child.

If you have any safeguarding concerns whilst the school is closed, for your child or for any other pupil from the school, please contact Mrs Williams at head@havannah.cheshire.sch.uk.

Again, we are faced with unprecedented times that may cause many of us to feel anxious, worried and isolated. Even though we are closed to the majority of our pupils, we want you to know that we are all still here for you if you should need any support, advice or even just a chat! We know that together, as a school and community, we will continue to support one another and make the best of the situation that we are faced with.

Take care and stay safe.

Team Havannah

