Woodlands Academy, Hathaway Gardens, W13 0DH

## Woodlands Academy

## Head Teacher: Ms Harinder Rana

Together We Achieve

Monday 4th January 2021

Dear Parents & Carers,

## Re: Critical Workers & Vulnerable Children Provision during School Closure

Following our recent communications to you regarding a place for your child(ren) during the school closure, this letter outlines the details of how this provision will work.

Your child(ren) can return to school on <u>Wednesday 6th January</u>. Given that school is now only open for some children, there will be some changes to the routine.

All children should arrive at school for 8:40 am and be collected at 2:40 pm. Children in Nursery, Reception, Year 4, 5 & 6 should enter via the pedestrian gate near the school office. Years 1, 2 & 3 should enter the school through the KS1 playground gate by the train station.

While in school, **children will be accessing the same learning as their peers who are learning from home**. They will log in using our chromebooks and participate in live sessions and complete tasks set. TAs will be available to support them with their learning as needed.

As a small school with limited staff capacity, we have ensured that **all teachers are available to teach their classes remotely and support them online** as necessary. Teachers can be communicated with through the **Google Classroom stream throughout the day or via their class email address**.

If your child is entitled to a Free School Meal or a Universal Free School Meal (if they are in Nursery, Reception, Year 1 or 2) then a free lunch will be provided in school each day. **Other children can also have school dinners but this must be ordered on their arrival in school at 8:40am**.

To ensure the process runs as smoothly as possible, please:

- Be at school on time in the morning and at the end of the day. Lunches may not be available for children who are late to school.
- Ensure your child attends the provision every day. It is important that bubbles remain consistent for the safety of all children, parents and staff.
- Ensure children wear a new set of clothes every day. **Uniform is not required**. Warm, casual clothes (suitable for outdoors) to be worn every day. Children should bring in a water bottle and a packed lunch (if desired), but nothing else is required
- Communicate with the school office between the hours of 8am and 3pm every day. Inform them if for any reason your child is going to be absent.
- Continue to follow our Covid rules. If your child has a persistent cough, temperature or has lost their sense of taste or smell, please do not send them to school and arrange for them to take a Covid test. If they test positive at any point, please inform the school immediately. If a member of your household tests positive, do not send your child to school and inform the school office.



- Given the current increased risk of Covid and the new variant, it is essential that we all work together to keep our community safe. Please remain outside the gate at all times, keep 2m distance from staff and wear a mask when bringing your children to or collecting them from school.
- Understand that school will be very different during this time and we are doing all we can to ensure the safety of all within our school community. Please remind of your children of our bubble rules and that staff may be wearing masks or visors and keeping their distance:



Please bear in mind that our staff understand the importance of education to all our children and are ready and willing to support them in school. However, this is a particularly anxious time for all of us and we need to work together and understand that everyone is doing the best they can given the circumstances. **Please remain respectful towards staff at all times. Many of the decisions that have been taken were not within their control.** 

Yours sincerely,

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Mrs Magan & Ms Hasker Acting Co-Headteachers

