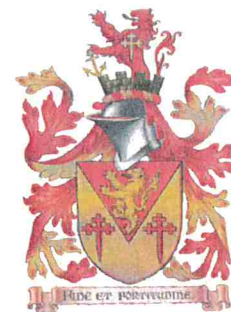




WESTCLIFF HIGH SCHOOL FOR GIRLS

An Academy Grammar School
Headteacher: Dr Paul Hayman BSc



Kenilworth Gardens, Westcliff-on-Sea, Essex, SS0 0BS



Telephone: 01702 476026
Website: www.whsg.info email: generalenquiries@whsg.info



20th March 2020



Dear Parents and Carers,

The Government has now issued the list of who is classified as a Key Worker. Details of this are attached as an appendix to this letter.



Science

If you would like your child to attend school, please email us on generalenquiries@whsg.info by no later than 7.30am on Monday 23rd March.



Engineering

This will allow us to monitor attendance and to know who to expect if you are taking up this offer, and the name and form of the child(ren) we can expect to attend.



If a child due to attend school is going to be absent, please can you follow normal procedures.

We cannot say that we can accept all pupils; a number of staff at school are in self-isolation or fall into a vulnerable group. Over time other staff will also need to self-isolate, and we may have to close part or all of the school if there is a confirmed case of Coronavirus among those present. This limits the number of pupils we can manage. Should it become necessary we may have to ask for evidence of Key Worker status and that there is no other childcare provision (eg through a partner) available.



Southend-on-Sea

During this closure, the school will remain open to provide meals and supervised activities for:



- the children of 'key workers'
- pupils in receipt of Free School Meals, and
- pupils with an Education, Health & Care Plan (EHCP) or Statement of Need.



For the rest of this term the canteen will be open each day and will offer a break time and lunch service, and we will also be providing a free food item and drink for the pupils from the school Coffee Shop.



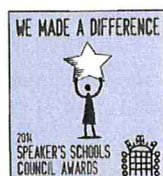
On Monday 23rd March most staff will be in school. Teachers will continue to develop resources for the period ahead. Most support staff will still have their usual work to do.



Contd/.....



seeat
SOUTH EAST ESSEX ACADEMY TRUST



From Monday, children of Key Workers will be able to undertake work at school. This will be the same work for pupils who are at home and this will follow the same pattern as the usual school timetable. Where possible, staff will try to include a variety of activities to avoid too much computer based work and allow home computers to be freed up for others to use. Some assignments will need to be returned to teachers for review; teachers may also set tests during this time.

There may be some staff illness, which may affect the work being set, but we hope this will not be too frequent.

From mid-week next week, for the children of Key Workers, we hope to be able to include some wider activities during the school day. This may include (for example) exercise, craft activities, music or performance.

Our team of pastoral support staff will be maintaining regular online and telephone contact with pupils known to them who need additional support. During this period of absence your daughter/son who may not currently fall into this category can also contact them for advice.

The SENCo will be maintaining regular contact with pupils who have an EHCP.

During a period of extended absence from school it will be easy to slip out of routines and question the purpose of schoolwork, but after this is over we will need to be able to move on with everyone's education. The work we are setting needs to be completed for this to be the case.

To ensure there is a sense of order and normality in these uncertain times we have made recommendations to the students about how to manage their work. They should agree a time when each day they will log on to Google Classroom and Outlook365 to view the tasks for the day, plan the order in which they will carry them out and undertake the work in an agreed 'study space'. This is also a good opportunity to develop independent study skills.

To do all the work at once may not be appropriate, but having agreed time periods set aside for the work will make it easier to make this study habitual and easier to maintain. Some work may even be seen as homework.

We are also asking our students to carry out a range of activities during the day. So long as they can leave the house, we are suggesting they take part in some form of exercise as part of a regular pattern of activities. This may also be the time to practice a musical instrument, undertake crafts, hobbies and/or wider reading.

During this period away from school a pupil may be unwell; we are asking that the same protocols apply as if they were in school - that is to catch up the work later (as appropriate).

For your information, we have been advised that Essex and Thurrock Libraries will be open (though on reduced hours) where pc's may be available.

Contd/.....

We are asking parents to support your child during this time through:

- Monitoring the work they do against the work set (please don't assume "I've done it" means it is complete)
- Checking they do not spend too long on any one piece of work; should this be the case please email the teacher concerned for their advice.
- Ensuring that any tests or examinations sent home are undertaken in the appropriate manner.
- Helping them to maintain a balance of regular activities throughout the day
- Helping them to avoid creating any upset on social media!

Pupils in Years 7-10 need to know they will be returning to school in the expectation they have kept up with the work while away.

Pupils in Year 11 should have completed their GCSE content; staff will post revision activities and, later on, will post some material to help prepare them for their Year 12 studies.

Pupils in Year 12 should be working as normal through new material; they will still have tests and school examinations and the outcome of these will affect their courses to be taken in Year 13.

Year 13 will want to maintain a level of study so they are as well prepared for the move to Higher Education, an Apprenticeship or Employment.

The Department for Education have released the following text about the way grades will be awarded for this year's cancelled examinations

The Government's priority is now to ensure affected students can move on as planned to the next stage of their lives, including going into employment, starting university, college or sixth form courses, or an apprenticeship in the autumn.

This means ensuring GCSE, A and AS level students are awarded a grade which fairly reflects the work that they have put in. There will also be an option to sit an exam early in the next academic year for students who wish to. Ofqual will develop and set out a process that will provide a calculated grade to each student which reflects their performance as fairly as possible, and will work with the exam boards to ensure this is consistently applied for all students. The exam boards will be asking teachers, who know their students well, to submit their judgement about the grade that they believe the student would have received if exams had gone ahead.

To produce this, teachers will take into account a range of evidence and data including performance on mock exams and non-exam assessment – clear guidance on how to do this fairly and robustly will be provided to schools and colleges. The exam boards will then combine this information with other relevant data, including prior attainment, and use this information to produce a calculated grade for each student, which will be a best assessment of the work they have put in.

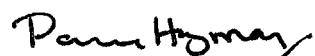
Ofqual and exam boards will be discussing with teachers' representatives before finalising an approach, to ensure that it is as fair as possible. More information will be provided as soon as possible.

Contd/.....

The aim is to provide these calculated grades to students before the end of July. In terms of a permanent record, the grades will be indistinguishable from those provided in other years. We will also aim to ensure that the distribution of grades follows a similar pattern to that in other years, so that this year's students do not face a systematic disadvantage as a consequence of these extraordinary circumstances.

We will continue to update you as we receive information.

Yours sincerely

A handwritten signature in black ink that reads "Paul Hayman". The signature is written in a cursive, slightly slanted style.

Dr Paul Hayman
Headteacher

APPENDIX:

Government Statement on Key Workers

As a country, we all need to do what we can to reduce the spread of the COVID-19 virus. That is why the government has given clear guidance on [self-isolation](#), [household isolation](#) and [social distancing](#).

And the most recent scientific advice on how to further limit the spread of COVID-19 is clear. If children can stay safely at home, they should, to limit the chance of the virus spreading.

That is why the government has asked parents to keep their children at home, wherever possible, and asked schools to remain open only for those children who absolutely need to attend.

It is important to underline that schools, colleges and other educational establishments remain safe places for children. But the fewer children making the journey to school, and the fewer children in educational settings, the lower the risk that the virus can spread and infect vulnerable individuals in wider society.

Schools are, therefore, being asked to continue to provide care for a limited number of children - children who are vulnerable and children whose parents are critical to the Covid-19 response and cannot be safely cared for at home.

Vulnerable children include children who are supported by social care, those with safeguarding and welfare needs, including child in need plans, on child protection plans, 'looked after' children, young carers, disabled children and those with [education, health and care \(EHC\) plans](#).

We know that schools will also want to support other children facing social difficulties and we will support head teachers to do so.

Parents whose work is critical to the COVID-19 response include those who work in health and social care and in other key sectors outlined below. Many parents working in these sectors may be able to ensure their child is kept at home. And every child who can be safely cared for at home should be.

Please, therefore, follow these key principles:

If it is at all possible for children to be at home, then they should be.

If a child needs specialist support, is vulnerable or has a parent who is a critical worker, then educational provision will be available for them.

Parents should not rely for childcare upon those who are advised to be in the stringent social distancing category such as grandparents, friends, or family members with underlying conditions. Parents should also do everything they can to ensure children are not mixing socially in a way which can continue to spread the virus. They should observe the same social distancing principles as adults.

Residential special schools, boarding schools and special settings continue to care for children wherever possible.

If your work is critical to the COVID-19 response, or you work in one of the critical sectors listed below, and you cannot keep your child safe at home then your children will be prioritised for education provision:

Health and social care

This includes but is not limited to doctors, nurses, midwives, paramedics, social workers, care workers, and other frontline health and social care staff including volunteers; the support and specialist staff required to maintain the UK's health and social care sector; those working as part of the health and social care supply chain, including producers and distributors of medicines and medical and personal protective equipment.

Education and childcare

This includes nursery and teaching staff, social workers and those specialist education professionals who must remain active during the COVID-19 response to deliver this approach.

Key public services

This includes those essential to the running of the justice system, religious staff, charities and workers delivering key frontline services, those responsible for the management of the deceased, and journalists and broadcasters who are providing public service broadcasting.

Local and national government

This only includes those administrative occupations essential to the effective delivery of the COVID-19 response or delivering essential public services such as the payment of benefits, including in government agencies and arms length bodies.

Food and other necessary goods

This includes those involved in food production, processing, distribution, sale and delivery as well as those essential to the provision of other key goods (for example hygienic and veterinary medicines).

Public safety and national security

This includes police and support staff, Ministry of Defence civilians, contractor and armed forces personnel (those critical to the delivery of key defence and national security outputs and essential to the response to the COVID-19 pandemic), fire and rescue service employees (including support staff), National Crime Agency staff, those maintaining border security, prison and probation staff and other national security roles, including those overseas.

Transport

This includes those who will keep the air, water, road and rail passenger and freight transport modes operating during the COVID-19 response, including those working on transport systems through which supply chains pass.

Utilities, communication and financial services

This includes staff needed for essential financial services provision (including but not limited to workers in banks, building societies and financial market infrastructure), the oil, gas, electricity and water sectors (including sewerage), information technology and data infrastructure sector and primary industry supplies to continue during the COVID-19 response, as well as key staff working in the civil nuclear, chemicals, telecommunications (including but not limited to network operations, field engineering, call centre staff, IT and data infrastructure, 999 and 111 critical services), postal services and delivery, payments providers and waste disposal sectors.

If workers think they fall within the critical categories above they should confirm with their employer that, based on their business continuity arrangements, their specific role is necessary for the continuation of this essential public service.

If your school is closed then please [contact your local authority](#), who will seek to redirect you to a local school in your area that your child, or children, can attend.

We are grateful for the work of teachers and workers in educational settings for continuing to provide for the children of the other critical workers of our country. It is an essential part of our national effort to combat this disease.