



# WILLIAM FARR

C of E Comprehensive School

Our ref: JMK/SXG

16 June 2020

Dear Parent/Carer

## School Closure Update: Key Stage 3

I hope you and your family are in good health, despite the ongoing challenges we face to our everyday lives caused by COVID-19.

I would like to give you an update on the latest school developments surrounding the school closure.

The school continues to be closed to students, except those who are eligible to attend. This eligible group includes students who have an Education and Health Care Plan (EHCP), a social worker and those whose parents are key workers. If your child has an EHCP and you would like to discuss the current arrangements, please do contact the school.

If your child is coming into school under the eligibility criteria, it is imperative that if they have or are showing symptoms of COVID-19, or have someone in their household who is, they must not attend school and should remain at home in line with [guidance for households with possible coronavirus infection](#).

The symptoms of COVID-19 are:

- **High temperature**
- **New, continuous cough**
- **Loss of, or change to, sense of smell or taste.**

Any eligible students coming to school should walk, cycle or travel by car as the usual public transport services are not running. If there is no other option for your child to travel to school, please contact the County Council by emailing [TSG@lincolnshire.gov.uk](mailto:TSG@lincolnshire.gov.uk) or those without access to email should call 01522 782020. If you are bringing your child to school by car, please can you only use the main entrance at the front of school (Lincoln Road) to drop off and collect your child. A new traffic management system is now in operation on the front car park to facilitate the flow of traffic and social distancing. We would respectfully ask all parents to follow this system and remain in your vehicle when dropping off or picking up your child. For eligible students, the school day will continue to run from 9.00am to 3.30pm. To maintain social distancing and reduce contact points in school, parents should not enter the school site unless by prior appointment.

As per the Department for Education guidance, please can you remind your child that if they are walking to and from school, they should not congregate in groups outside of school or in the local neighbourhood. If walking to and from school with a friend, they should remain 2 metres apart.

The school has spent considerable time putting in place measures to ensure that eligible students and staff are safe within school. There is now signage, a one-way system and floor markings to facilitate social distancing. Classrooms will have no more than 15 students present at any one time as stipulated by the Department for Education.



Eligible students have received a Student Expectations Information Sheet (available on the school website), which explains the importance of social distancing, personal hygiene and following the Code of Conduct. Fundamental is the regular washing of hands with soap and water/anti-bacterial sanitiser throughout the school day.

From Monday 15 June, in line with Government requirements, the school has welcomed back some Year 10 and Year 12 students on a partial timetable. The Government made it clear to schools that no more than a quarter of the year group must be in school at any one time and that this provision is to supplement, not replace, their remote learning. A Governing Body meeting was held on Thursday 4 June, where careful consideration was given to the Department for Education and Local Authority guidance, a risk assessment, health and safety requirements and social distancing measures. A decision was made that the school could open safely to Year 10 and 12 students with social distancing and personal hygiene measures in place. Year 10 and 12 students are now attending school one day per week. The school has just been deep cleaned by external contractors in preparation for the partial reopening to Year 10 and 12 students and a daily cleaning regime is in place for areas used and touchpoint surfaces. A copy of the school's Risk Assessment is available on the home page of the school website.

I would like to thank you all for the support you continue to give your child with their home learning. I know home-schooling is a challenge for families, but our current approach via the VLE ensures fair access to materials for all students. It gives a measure of consistency across departments and a single point of access for students. Staff are monitoring their tasks and responding to comments. They have been very pleased with the quality of work completed.

Staff will continue to set work for Years 7-9 and provide feedback in a timely manner via the VLE. Please continue to encourage your child to use this facility and if they have any concerns, raise it via the VLE comments section. It would also be helpful if they could check their emails periodically for any correspondence from school. We need to balance staff time delivering Year 10 and 12 lessons and supervising students in school with the need for them to continue to support students in all/other years through the VLE.

Following the Government announcement, it appears unfortunately that students in Years 7-9 are unlikely to return to school until September and so the online learning is very important. The school is continuing to review its use of technology. From this week, all students will be able to access an assembly recorded by their respective Head of Year by following the link posted on the VLE. This has been trialled by Year 7 and the feedback has been very positive in helping to motivate students, stay in touch with the school and set the scene for remote learning. The school will also be introducing some face-to-face time with Form Tutors shortly so that students can have valuable interaction with their Tutor, discuss any concerns and 'meet' their peer group. Further information will be provided through the VLE. In addition, we are hoping to have the IT infrastructure and protocols in place before the end of term for students to access some online lessons in core subjects. More information on this will follow.

If you have any general questions about the current arrangements, please contact the school via the email address: [wfarr@williamfarr.lincs.sch.uk](mailto:wfarr@williamfarr.lincs.sch.uk). If there are any specific queries regarding your child, please contact their respective Head of Year.

Please can you check that your contact details are correct on Progresso and notify the school if there have been any changes since closure.

Please remember our offer to assist families suffering from financial hardship continues. If you would like any additional support to access food and care parcels, please contact Mrs Bates (Assistant Headteacher) in confidence, via her email: [h.bates@williamfarr.lincs.sch.uk](mailto:h.bates@williamfarr.lincs.sch.uk). To date, the school has provided 9 food and care parcels to families.



3

With the significant family pressures placed upon you at this time to manage work, home life and home learning, a parent support pack is available on the home page of the school website to support the wellbeing of families. There is also useful information, which signposts support for students on maintaining positive mental wellbeing and managing stress and anxiety, available on the school website under the Care and Guidance/Student Welfare section. I know a number of parents have found this material helpful.

We are still awaiting any Government announcement on what the educational provision for our students will look like in September, but I will contact you when we have further information. If you would like to order school uniform for September, please check the school website (*Information section - The School Uniform Shop and Opening Hours*) which includes details on ordering and collection of uniform. Orders should be placed by **Monday 6 July**.

Heather Sandy (Executive Director of Children's Service) has asked me to forward a letter from her to all parents, which is attached to this letter.

Finally, I would like to thank a group of anonymous Facebook parents who sent a food hamper into school to say thank you to staff for all their work. It was a very kind gesture and much appreciated.

The only time we should ever look back is to see how far we have all come!

Warmest regards to you and your family.

Yours faithfully

**Jonathan Knowler**  
**Headteacher**

**TO: All schools and academies**

Heather Sandy  
Executive Director  
Children's Services  
Lincolnshire County Council  
County Offices  
Newland  
Lincoln LN1 1YL

12<sup>th</sup> June 2020

Dear Parents/Carers of children in Lincolnshire schools

I recognise that we are living in unprecedented times and many of your children have been at home for many weeks. Schools have been open providing care for the children of critical workers and vulnerable children throughout the pandemic. They have also been providing a range of resources to support children at home which have been designed by leaders specifically for their families and context. This is alongside the resources provided by the Government with BBC Bitesize and The Oak Academy providing daily lessons for all year groups.

Schools have responded to the challenges at each stage of this pandemic and remained open through holiday times as well as ensuring children eligible for free school meals continue to receive these. Following the Government's decision about the wider re-opening of schools, our schools have considered the Government's guidance and what needs to be in place to provide places for children in the year groups the Government has prioritised. Every school's circumstances are unique.

Schools will not be able to respond to the government's decisions in the same way. For some schools, the size of classrooms and play areas may limit the number of children who can be accommodated safely under social distancing rules and class 'bubbles'. In others, staffing shortages will limit the speed at which pupils can return. Some of the services that children and parents are used to, for example, school meals and breakfast clubs, may not be available immediately in every school.

For some schools the large numbers of critical worker children and vulnerable children already attending has meant that they have limited capacity for other year groups. For some schools it is possible to accommodate these groups and the year groups the Government prioritised. It is not possible to compare what is being provided in different school contexts as the size of buildings, configuration of classrooms and staffing arrangements means that not all schools will be able to provide the same experience in all schools across Lincolnshire.

The return of children to school settings and considering safe transport arrangements with social distancing in place gives us challenges for school transport. I would like to thank those parents who have made the decision in these circumstances to transport their children to school, this is very helpful.

Our secondary schools begin the task of delivering some face-to-face sessions for students in Year 10 and 12 next week. Schools are organising this in different ways across the authority. If you have child in these year groups, the school will let you know the arrangements they are making.

I realise the recent announcement about children in other year groups in primary schools not returning before the summer may be difficult for some of you. This is alongside the uncertainty about what the Government will expect from schools in the longer term and what the plans are for September. We are in constant contact with Department for Education officials to understand what the next steps are for the return of children to schools.



5

Our top priority is the safety of pupils, their families and school staff. Once further clarity is provided by the Department for Education, schools will need time to plan. They will work as quickly as they can to make the necessary arrangements and communicate these arrangements to parents as quickly as they can to you.

I appreciate the support you are providing to your children and their school at this time.

Yours faithfully,

Heather Sandy

**Executive Director of Children's Services**