



The Oaks CE Learning Federation

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Dear Parents/Carers,

Once again, I can only apologise for what can seem like a slow response, please be assured that we, as many other schools, have been anxiously awaiting further information, resulting from Wednesday's announcement. Finally, this morning we have been given further guidance to make the best informed decisions and create a safe provision for children to help support those at the front line, keeping the country going. I'm afraid that I have copied and pasted several segments, to ensure clarity and precision in the key messages which need to be communicated. There is a lot of information to absorb so please take your time to read and digest the following information, as fully as possible. If you have any questions regarding the information in this letter, please feel free to phone our admin team. For those parents at Saint Michaels and All Angels, you may be aware I have been wearing my 'admin hat' and manning the front desk this week, If *you* have trouble getting through on our main phone line, please feel free to phone one of our sister schools at Copythorne 02380 813340 or Netley Marsh 02380 862009

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 in order to keep the country running.

I have summarised some of the key guidance for you to think about regarding your child and the provision we are able to offer.

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

2. If a child needs specialist support, is vulnerable (has an attached social worker) or has a parent who is a critical worker, then provision will be available for them.

3. 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.

4. 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.

Given the criteria above, **if you are able to look after your child at home then that is what you should do** – the purpose of closing schools is to try and reduce/slow down/stop the spread of the virus. We are absolutely not encouraging people to identify from the list and use this as a reason to send their child to school, but as a set of instructions for those who need us to ensure that they can do their part in this fight.

The Oaks Federation will make provision for key workers. This includes those who work in:

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 you think you fall within the critical categories above you should confirm with your employer that, based on your employer's business continuity arrangements, your specific role is necessary for the continuation of essential public service.

For those who have to send their child into school to support the continued running of the country – here are the practical bits.

Because of the numbers of pupils we are predicting, we are unable to keep all three schools open, with our current staffing levels. Therefore we will be closing two of our schools within the Federation and keeping one school open. Those children currently at Netley Marsh Infant School and Copythorne Infant School will be asked to attend Saint Michaels and All Angels Infant School in Lyndhurst. This will allow us to maintain a safe ratio of adults to children, continue providing meals and cleaning, and prevent us from having to close a school due to predicted staff shortages. I'm sure you will not be surprised, that provision in the class will look different – and available staff from across our Federation will be called to work at Saint Michael's school throughout this period of social distancing. Provision will be set out for children to work in school groups rather than year groups, with two members of staff from their home school (where possible) facilitating provision. The school will be run with minimum staff, in order to promote social distancing. Our staffing structure will consist of 3 teachers (or HLTA), 3 teaching assistants, one admin staff and one member of the senior leadership team from the Federation. The staff who are able to attend will rotate over the coming weeks and we will endeavour to let you know who is planned to be in each class, prior to the week starting, so that you can pre-warn your child before coming to school.

As from Monday, we would ask those attending school to bring their children through the main gate and we will direct those unfamiliar with the school to the correct classroom. The children will be greeted by a member of staff familiar to them and put their belongings away as normal. We will not be letting any adults in the classroom. We will continue social distancing measures within school, so children will be eating lunch in their school groups and having playtimes separate to the other groups of children, to minimise numbers at any given time.

Because there will be a mixture of our pupils from across the Federation, it will be really key that you sign your child in, everyday, with the teacher, and also record who will be collecting your child at the end of the day. We would ask, that if your child has any medicine (inhalers etc) that you bring them every day and take them home every day, should you need them in a period of self-isolation. The class teacher will collect these from you in the morning and keep them in a secure place, using the current information held by your normal school regarding administering.

School doors will be open from 8.50 and close at 9.00 and collection will be at 3.15 from your child's morning entrance. Please note parking is tricky in the morning and you may need to arrive a little earlier to park your car and walk.

School meals will still be provided, but at the moment we have been told a reduced menu will be offered. We are not able to publish next week's menu yet, so you may need to consider if you want to send in a packed lunch on Monday.

We will still expect children to be wearing their normal school uniform.

All of our admin team will continue to work from home and we will ask parents to email questions where possible.

Next week we will not be able to provide breakfast or afterschool club. We are currently in discussions with providers from across the Federation and further information will be released as soon as we have more information.

We will be running a reduced curriculum for the time being, which will mirror the work which has been sent home for children to complete with their families.

We do not believe we will have our usual fruit snack delivered either. So please pack a healthy fruit or vegetable snack ready for next week.

My child is of pre-school age

There is a pre-school on site at Saint Michaels, which is managed by an external provider. We are unable to say, as yet, if they can offer childcare to key worker families from across the Federation, but if you have a need for this, please could you let your office team know by today, so that we can communicate this and allow the pre-school opportunity to plan and investigate possible provision.

Pupil Premium

If your child receives pupil premium funding from the government, this does not constitute eligibility to attend school. However, in this uncertain time, we will be sending out vouchers to ensure that provision for purchasing food is available.

There is a lot of information to take in. The decisions we have made have not been done lightly but has been made to help support the national effort to reduce the spread of the Corona 19 Virus.

For all those who **will need and are eligible** to send your children into school next week please complete the online form on parentmail asap to let us know what days you require, to help us plan.

If children can stay safely at home, they should, to limit the chance of the virus spreading. We ask parents to treat the current climate with the seriousness that it should be and to really reflect on your need at the current time.

I would also like to send my thanks to the school staff who have worked tirelessly to create calm, safe normality for our pupils during a tricky time.

For more information from official guidance, please click [here](#) .

Please keep an eye out for further information.

Yours Sincerely

M. Bowen.

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