



20 March 2020

Dear Families,

## Education Provision after School Closure

From Monday 23 March all students will move to on-line learning as detailed in my letter of 16 March ([here](#)). Staff will set work using Show My Homework (SMHW) and will continue to do so throughout the full closure period. We will also be using this mechanism for assessments and progress checks. Heads of Department will oversee the quality assurance of the work set and Heads of Year will monitor student's engagement. Class teachers will be on-hand to answer student queries through the SMHW message function. We will set a mix of work, some that will need to be completed on-line and some that will not rely on using a computer. Where this is the case students should work in their usual exercise books or on paper. If you need to speak to us about supplying paper or exercise books during the closure please do so at any point.

### *Students with additional needs:*

Our SEN team will make regular contact with students who would usually receive classroom support in order to provide guidance and support. This will probably be by telephone at agreed times and they will be in contact with families separately.

### *Technical issues:*

By now you will have let us know if your child does not have access to a computer or the internet at home. If students need paper copies of work sent home then please contact the academy on 01580 712754 between 9.00 and 13.30 or email: [enq@highwealdacademy.kent.sch.uk](mailto:enq@highwealdacademy.kent.sch.uk). If you experience technical issues when using SMHW or other on-line platforms that teachers have set work through please contact our IT support team: <https://highweald.on.spiceworks.com/portal> who will then be in touch and help remotely if possible.

### *Keeping in touch during the closure:*

As you know we take our safeguarding responsibilities extremely seriously. Even though your child may be at home we understand that you may not always be able to be with them. Please share this email address with your child if they need adult help or advice during the closure and they cannot reach you: [keepingintouch@highwealdacademy.kent.sch.uk](mailto:keepingintouch@highwealdacademy.kent.sch.uk) emails to this address will be regularly monitored by key safeguarding staff. Queries about work should not come through this address but should go through the SMHW messaging function to the appropriate class teacher. Heads of Year and colleagues from their teams will also make regular calls to families throughout the closure in order to keep in touch and see how students are getting on.

### *Education provision for children of key workers and for vulnerable children:*

The overriding aim of closing our schools is to ensure as much social distancing as possible in an attempt to limit the spread of Coronavirus. To ensure the country is provided with critical services schools will be offering supervision for children of key workers who cannot make other arrangements for their child. The government has now issued guidance on eligibility for key worker status (see list at Appendix A).

If you think that you might be a key worker, under this criteria and require supervision for your child so that you can continue to work in a critical service please access the academy website at: <https://www.highwealdacademy.kent.sch.uk/keyworker> to provide your details by 11.00am on Monday 23 March. Once your information is received we will then contact you to confirm eligibility and give you exact details about what provision we are able to offer.

Please note that we are required to act within strict guidelines and that government guidance states: **‘Many parents working in these critical sectors may be able to ensure their child is kept at home. Every child who can be safely cared for at home should be.’**

We are making individual calls to families of students who fit the criteria for vulnerable students in order to ascertain their requirements but if you would like to talk to us about this then please get in touch with Mrs Barker, Head of School.

Our supervised provision for these students will continue for as long as we are able to staff it safely and securely. The provision will commence on Wednesday 25 March. Monday 23 March and Tuesday 24 March will be used for planning, preparation and making appropriate staffing arrangements.

*Children eligible for free school meals:*

We will put in place a mechanism for students eligible for free school meals to be able to access a lunch each day throughout the closure period. Advice on how best schools should do this is yet to be communicated and as soon as details are finalised we will be in touch with eligible families.

*Year 11 Students:*

We know that students will not sit any examination or assessment. They will be awarded grades but how the government will decide this is yet to be defined. We are ensuring that all PPEs that have been completed and all centre assessed work components are marked and assessed as usual so that we have the most secure evidence base possible if we are asked to make some level of teacher assessment. All student exercise books will be retained in case we need to call upon them for supplementary evidence to exam boards. If your child has any at home Mrs Barker will be in touch about how to get these to us.

In addition to those who have already applied, all students will be offered an unconditional place in the Hayesbrook School Sixth Form for September 2020. We will be in touch over the coming weeks about what courses we will be offering and to discuss their curriculum choices should they want to take up this offer.

In putting together these arrangements it is our intention to offer you and your child the very highest level of support that we are able to under uncertain and difficult circumstances. Our plans are clear but have to be open to flexibility as they rely on our staff being available to carry out duties in school and also when working at home. This might not always be possible. While out of school we must remind our young people that they should follow the same social distancing advice as adults.

In addition to the work subject teachers are setting I hope there will be time for you to spend this unusual and unexpected time together as a family. Our children will never forget this period of time and will talk about it with their own future families, I hope we are all able to ensure they can reflect back in years to come about how we supported them well, made memories together and that we can also minimise its impact on their future success.

We must now work together as a local and national community to support each other and our young people.

Yours sincerely,



Daniel Hatley  
**Executive Principal**

## List of Key Workers

### **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.*