

Closure of King's St Alban's 20th March 2020 and Remote Learning

King's St Alban's
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19th March 2020

Dear Parents,

As you know, the UK government has announced the closure of all schools and so I am writing to confirm that King's St Alban's will close at 3.40pm tomorrow although we will run both late rooms in the usual manner.

The exception to this is for children of key workers. We will be open with some staff next week to educate and look after these children. A list of who this covers is to be released by the Cabinet Office later today and it is expected to include NHS staff, police and food delivery drivers. If you think you are defined as a key worker and would like your children to continue to come to school from next week, please email ksa@ksw.org.uk with a copy of the completed tear off slip at the bottom of this letter. Please can this be done as soon as possible to aid my planning.

This means that for most of our children we have one week of remote learning before the Easter break. We do not know when we will be able to reopen the school at present. Holiday club is cancelled.

Please forgive the length of this letter. I do not want to bombard you with lots of emails over the coming days and weeks but need to include some detail in here.

We're mindful that a school closure may have a significant impact on pupil wellbeing as children begin to understand new methods of learning outside of the normal school boundaries in an environment where they are removed from their day-to-day support networks. Children may also find it difficult and upsetting to be isolated from their peers and the structures and safety offered by the school day, teaching staff and routine.

The following points may help you support the children:

Set routines

- Developing a sense of structure and routine to the day encourages young people to feel safe within their environment and it may also help them to feel in greater control of their learning.
- Parents and guardians might like to encourage pupils to get dressed at a set time and try to have some sort of daily routine.
- Children should be mindful of spending long periods working online and ensure that they incorporate movement and exercise into their day.

 @King's St Albans
 @King'sStAlbans

Provide opportunities to connect

- Young people thrive through building relationships and socialising with their peers and we would encourage guardians and parents to provide opportunities for virtual dialogue with friends and family where possible.
- Pupils might like to work or socialise online, share ideas and activities. Shared experiences will help children to feel connected and less isolated during a school closure.

Focus on wellbeing

- Prioritising sleep, exercise and healthy nutrition will be paramount for pupils and their families during challenging periods such as a school closure.
- Parents, guardians and pupils in need of extra support should contact me on ksa@ksw.org.uk

We are producing a bundle of work resources for your child and he or she will take this home on Friday. Pre-Prep and Nursery children will have their bundle in a folder. The size and volume of bundles for Junior School children mean we ask you to bring in a large bag at pick up tomorrow for the bundle. These bundles will contain some textbooks, reading books, exercise books and other learning resources but without any instructions! Guidance will follow via email or Sharepoint as outlined below.

Please keep these resources safe and ensure they are all returned once school is back in session. If your child is not in school at present, if you are able, please arrange to come in and pick up the bundle from your child's classroom after school on Friday. Remaining bundles will be left out in the Chapel from 10am to 1pm on Monday. You will not need to have contact with any staff. If this is not possible, I am hoping to arrange for the remaining bundles to be driven to your home address early next week. This will depend on the number of bundles, geography and capacity!

Remote learning for Nursery and Pre-Prep children will be set by a daily email from your child's form teacher. Tasks might include some of the resources in the bundle. Suggested physical tasks will be set by the sports department.

Our Nursery Instagram page is *kingsworcesterearlyyears* and Mrs Pugh will try to post here regularly with stories, possibly communication and language activities so it keeps the children/families in the link. Her email address is spugh@ksw.org.uk and nursery parents can contact her with any queries or suggestions any ideas to share.

Remote learning for Junior School children will be accessed by Sharepoint. All children in Years 3 to 6 know how to access the relevant files within Sharepoint and further advice is given [here](#). There will be a folder for each year group and a subfolder for each day of closure. Documents in this folder will contain tasks to be carried out by your child. Your child should check the daily folder during every school day.

Remote learning tasks will start on Monday 23rd March and continue for one week in the first instance. The Easter holiday starts next Friday for three weeks. During this time, feel free to access some of the GYM activities (where possible) outlined here: [Pre-Prep, Years 3 & 4](#) and [Years 5 & 6](#).

We have now set up year-group email addresses and this will allow you / your child to email the class teachers with questions or completed work. The latter can be scanned and sent (if you have the facility) or photographed and sent. The email accounts will be checked regularly and work / queries directed to the right teacher. The email addresses are:

Ksastaffy6@ksw.org.uk,

Ksastaffy2@ksw.org.uk

Ksastaffy5@ksw.org.uk

Ksastaffy1@ksw.org.uk

Ksastaffy4@ksw.org.uk

Ksastaffyr@ksw.org.uk

Ksastaffy3@ksw.org.uk

We will endeavour to set work remotely for the lessons your child would normally have on a working day where possible. Clearly this will be easier in some areas than others.

I am very aware that remote learning will be challenging for some families in terms of PC / internet access and at a time when many of you will still be trying to work remotely yourselves and look after your children. Work therefore will tend to be consolidatory rather than new as much as possible for now. We will put out sensible work but will fully appreciate if your child is unable to access or complete all of it either because of family logistics or illness. We will endeavour to mark / assess work sent in as we would normally. As mentioned, you can communicate with your child's class teacher by the new email addresses.

We will continue to monitor emails to ksw@ksw.org.uk and this will be the best way of contacting us as we cannot guarantee staff will be in to answer the phones.

It goes without saying that I will keep a very close eye on the situation and any likely return date, keeping in close contact with senior colleagues across the foundation and monitoring the latest information from PHE and the DfE.

I will keep you informed by email but will try hard not to send too many! There will be no Newsletter this week.

Please look after yourselves and your loved ones at these difficult and unprecedented times and pay attention to mental as well as physical health.

I have to say that I have been terrifically proud of the children and my staff over the past week or so. The children have been stoic, happy and keen to learn, as ever! We have dealt with a number of staff absences and, I think, provided 'service as usual' as much as possible!

Happy home learning and best wishes over the coming weeks.

Yours sincerely,

A handwritten signature in black ink that reads "Richard Chapman". The signature is written in a cursive style and is enclosed in a light grey rectangular box.

Richard Chapman
Head

PLEASE COMPLETE IF YOU ARE A KEY WORKER AND WOULD LIKE YOUR CHILD TO CONTINUE TO ATTEND KING'S ST ALBAN'S FROM NEXT WEEK.

Parent name (s) _____

Occupation _____

Children's names and classes _____

Expected slots next week (PLEASE TICK OR DELETE)

Mon 23rd AM PM

Tues 24th AM PM

Wed 25th AM PM

Thurs 26th AM PM

Fri 27th AM PM

Please complete and email to ksa@ksw.org.uk as soon as possible and by 9am on 20.3.20 at the latest.