



South Grove Primary School

2nd January 2021

Dear Parents and Carers,

I hope that you and your families are all safe and well.

Following the Government's recent announcement that Primary Schools in Waltham Forest would not be fully opening from the 4th January 2021, we are writing to you to provide you an update on what South Grove Primary is putting into place for next week.

You will be aware cases have risen rapidly across the country and in particular with the London Boroughs and the South East over the holiday period, the Government have announced that they will be applying the contingency framework for education and childcare settings to primary schools in areas of the country with very high rates of incidence or transmission of the virus. This applies to Waltham Forest.

Therefore, for schools within Waltham Forest, under the contingency framework, only vulnerable children and children of critical (key) workers will be able to attend school. As previously mentioned during the last school closure, if parents are able to care for their child at home this is to be encouraged - Gavin Williamson, the Secretary of State for Education has posted a message on Twitter asking that you **ensure that you keep your child at home if you can. This includes children of critical workers if at all possible.**

The school will be open for critical (key) worker children and other vulnerable pupils. We have included as an appendix at the bottom of this letter a list of professions that are currently classified as critical (key) workers by the Government.

If you believe you fall into the category that is deemed to be a 'critical (key) worker' and will be sending your child to school we need to know by Monday 4th January 2021 at 12:00pm. This will give the school enough time to ensure appropriate staffing at school for those pupils.

To evidence your job role as a critical (key) worker, please either scan and email your work ID Badge or email the school from your work email address to confirm who you work for. If your child attended school under this category in the first Lockdown in the Summer Term you will not need evidence again if you are still in the same employment but you will still need to email the school to tell us your child will be attending. If you have changed your job or your child is new to the school and you are a critical (key) worker, we will need to provide evidence of your employment via email parents@southgrove.waltham.sch.uk

The school will contact other parents directly by the end of Monday 4th January if we feel your child should attend (even if they are not critical (key) worker children), as missing further education would be detrimental to their education or well-being. This may include pupils who we know did not engage previously in online learning, or are likely not to engage over the coming weeks.

Children will wear their school uniform as normal, or PE kits on the days they would normally have PE.

Depending on the amount of children within school, it is hoped that staff will be in school on a rota system to balance in school teaching and learning, and assigning and monitoring/marking online remote learning. Online learning will mirror the lessons and learning already being taught in school and it is the expectation that all lessons assigned online must

be completed. Lessons completed online will be monitored and acknowledged by staff, who may provide feedback to children if they need a little more support.

All children not in school are expected to access online learning.

Our expectations for children with their online learning and parents to support their children:

The expectations for Remote Learning were sent via the school Newsletter 14 to parents on 14th December and we include them below again for your attention.

It is expected that children log on each day, register with their teacher and then complete as many of the activities set as possible. Teachers will be holding Google Meet sessions with the children daily.

Parental and Pupil Expectations for the use of Google Classrooms:

Parental and Pupil Expectations for the use of Google Classrooms
The purpose of our Remote Learning Policy is to:
<ul style="list-style-type: none">● Clarify the nature and operation of remote learning.● Ensure consistency in the approach to remote learning for pupils who aren't in school.● Provide clear expectations for members of the school community with regards to delivering high quality interactive remote learning.● Outline the school's approach to remote learning for statutory-aged pupils who are not able to attend school due to self-isolation or restrictions linked to coronavirus.● Make clear expectations of staff who are self-isolating but healthy and able to continue planning, teaching and assessing pupils' work.● Ensure that remote learning is ready to be provided as soon as it becomes necessary.● Provide consistency in the approach to remote learning for all pupils, including those with SEND, using quality online and offline resources.● Ensure that the school continues to deliver a high quality, broad curriculum and support pupils' well-being and learning needs.● Check that pupils learn new facts and concepts, as well as reinforcing prior learning.● Ensure that pupils engage in learning they would have completed had they been in school as normal.● Check that online tools are used effectively to enable appropriate interaction with pupils, the assessment of their work and the provision of feedback.● Support effective communication between the school and families so that parents and pupils can access and make the best use of resources.● Ensure that pupils who lack any necessary equipment have this sourced for them.● Provide appropriate guidelines for data protection.
Parental and Pupil Expectations for the use of Google Classrooms (Subject to accessibility)
Staff can expect pupils learning remotely to:
<ul style="list-style-type: none">● Be contactable during the school day● Complete work to the deadline set by teachers● Seek help if they need it, from teachers or teaching support staff● Alert teachers if they are not able to complete work
Staff can expect parents with children learning remotely to:
<ul style="list-style-type: none">● Children to sign on Google Classrooms at the appropriate times for their Year Group i.e 9:00am and 1:00pm for registration both morning and afternoon

- Wherever possible, maintain a regular and familiar routine, using model timetable provided by the school to support this.
- Support their children in their reading as far as they are able, so that they continue to read their home reading book or access online reading resources.
- Support their children's work as far as they are able, by discussing the work together and making appropriate plans for its completion. This can include providing a suitable place to work and encouraging their children to focus.
- Make the school aware if their child is sick or otherwise cannot complete work, or if the online platform does not work on their devices, whereupon alternative resources will be offered
- Be contactable during the school day – although consider they may not always be in front of a device the entire time
- Complete work to the deadline set by teachers
- Seek help from the school if they need it, contacting the school through agreed communication methods i.e Year Team email address or parents@southgrove.waltham.sch.uk
- Alert teachers if they're not able to complete work
- Seek help from the school if they need it
- Be respectful when raising any concerns or queries around the work set

Protocols for children when working live on Google Meets with their teacher

- Ensure the children are dressed appropriately i.e not in their nightwear
- Ensure that a suitable background is available i.e a plain wall
- Follow the instructions of their teacher at the start of a live session
- Put themselves on mute
- Always put up their hand on Google Meets if they wish to ask their teacher a question
- Only comment in the chat box about their learning to the teacher
- Ensure they log off when a remote session is completed

Protocols for children when working on Google Classrooms with their teacher

- Ensure that the children register at the required times
- Complete assignments during the timetabled sessions
- Upload work back to the teacher ark
- Read the comments given by the teacher
- Respond only to the teacher about their work

It is crucial that the children continue their learning as best they can during this time. Any activities such as cooking, building, gardening etc can be used as a learning opportunity in addition to Google Classrooms.

- If you have still not registered with your child's Year Group Google Classrooms, please contact the school office on Monday 4th January or email the teachers via their Year Team email addresses below so that we can provide you another copy of your child's login details:
- yearn@southgrove.waltham.sch.uk
- yearr@southgrove.waltham.sch.uk
- year1@southgrove.waltham.sch.uk
- year2@southgrove.waltham.sch.uk
- year3@southgrove.waltham.sch.uk

- year4@southgrove.waltham.sch.uk
- year5@southgrove.waltham.sch.uk
- year6@southgrove.waltham.sch.uk
- plm@southgrove.waltham.sch.uk

Parents of children who do not access or complete the online learning will be contacted by the school. Likewise, if your child cannot access the online learning for any reason, please contact the school via the Year Team emails or parents@southgrove.waltham.sch.uk or telephone the school so that we can assist.

The start and finish times will remain the same as in the Autumn Term 2020.

There will be no after school clubs, but we intend that Breakfast Club will run as normal. We are waiting to hear from the YMCA as to whether they will be running their After School Provision but we think it is unlikely due to lack of numbers. We will hopefully be able to clarify that by the end of Monday.

If your child receives Free School Meals (which is different to the Universal Infant Free School Meals for all in Reception, Year 1 and Year 2), you will be able to request a weekly food hamper from school, which will be available for collection from the school. More information will be shared next week about this, once known.

These measures will remain in place until Friday 15th January 2021. By then, the Government should have provided us an update as to whether Waltham Forest will remain on, or come off, the national school closure list.

Please be assured that as always, we will continue to prioritise the children's health and well-being at all times. Whilst we know many parents will want to know what is being planned, we are only as up to date as parents are, in terms of information coming from the Government and Public Health. We will always endeavour to inform parents as soon as the school knows what is being asked of them.

What we do understand is that this continues to be a very difficult time for everyone. Our key priority has to be to the health, safety and well-being of the whole school community. We certainly do appreciate that you are worried about the impact this might have on your child's education and our community and we will do our utmost to support parents with this.

As always we thank you for your continued support and please do not hesitate to contact the school should you have any questions or wish to discuss any concerns further.

Please keep your families safe and well by following the Tier 4 Restrictions. Any further information can be found on the Council's Website: <https://www.walthamforest.gov.uk/>

Wishing you all a safe and Happy New Year.

With my very best wishes,



Julie Maltwood
Head Teacher

See below for Critical (key) Worker definitions as set out by the Government. **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.**

Critical workers

Parents whose work is critical to the coronavirus (COVID-19) and EU transition response include those who work in health and social care and in other key sectors outlined in the following sections.

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:

- childcare
- support and teaching staff
- social workers
- specialist education professionals who must remain active during the coronavirus (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
- 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 coronavirus (COVID-19) response, and the delivery of and response to EU transition
- essential public services, such as the payment of benefits and the certification or checking of goods for import and export (including animal products, animals, plants and food), 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 coronavirus (COVID-19) outbreak and EU transition)
- 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 and border

This includes those who will keep the air, water, road and rail passenger and freight transport modes operating during the coronavirus (COVID-19) response and EU transition, including those working on transport systems through which supply chains pass and those constructing or supporting the operation of critical transport and border infrastructure 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 coronavirus (COVID-19) response
- 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
- waste disposal sectors