



CHESSWOOD JUNIOR SCHOOL

Home of Bright Sparks

Chesswood Road Worthing West Sussex BN11 2AA

Head Teacher: Mr Andrew Jolley

www.chesswood.w-sussex.sch.uk

office@chesswood.w-sussex.sch.uk

Tel: Worthing (01903) 204141/2



Tuesday, 24 March 2020

Changing Arrangements – “absolutely necessary”

Dear Parent,

My team are working tirelessly at the present time and your very positive comments are keeping them highly motivated to continue – keep them coming ☺ We have set out some further guidance in response to changes and developments at national level and with managing our provision locally. Thank you for working in partnership with us and making sensible decisions throughout this time, it really has allowed things to work well for all.

Limited Community Opening

Following changed Government guidance last night, the following policy on school attendance is now required:

School attendance must only be when absolutely necessary.

Key Workers: A child may attend school when:

- A designated key worker is required in work, at any time, during the same school day (8:50 to 15:15) or has finished a night shift the preceding night. It is helpful if children attend all day (8:50 – 3:15) regardless of shift length or timing.
and
- No other responsible adult, whom they live with, is at home (whether they are home-working or not).
 - In the case of families that are separated and a child regularly (at least weekly) spends time with another parent and they are home when the key worker is undertaking a shift, we would ask that the child uses that base rather than attend the school environment (whether they are home-working or not), unless it is absolutely necessary. We would hope families will be flexible in this regard to minimise school attendance.

It is important that families do not worry about our capacity or feel guilty in any way if their child needs to attend school. We have capacity and are ready to welcome every single child where it is absolutely necessary. If there are other exceptional circumstances that are not covered or leave you with unanswered questions in relation to this specific change and arrangement please email me directly: head@chesswood.w-sussex.sch.uk;

Free School Meals

Children attending limited community service currently – all children are able to secure a lunch, free of charge, each day until the end of this week. Please let the school office know office@chesswood.w-sussex.sch.uk

After this week, if a child needs a school meal parents should order and pay using the normal Chartwells online ordering system.

Free School Meals – any child eligible for free school meals, whether they are normally claimed or not, is eligible for a hamper. The delivery of these hampers to school will start tomorrow. If you would like a hamper to collect from school premises and you are well enough to collect please confirm by email: office@chesswood.w-sussex.sch.uk; or contact the school by phone 01903 204141. We will contact every family eligible for free school meals if we don't hear from you by Thursday 26th March 8:00 a.m. The food hampers will be sufficient for 5 days.

Easter opening

We are making arrangements for Easter opening for children. This will be for key workers or where



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there are exceptional needs and respite care is required by a family e.g. Education, Health Care Plan or a child protection plan. **This facility will only be open to children where it is absolutely necessary.**

If you believe the above applies to your current circumstances then please complete the online form by Thursday 26th March 5p.m., in the first instance, so that we can arrange appropriate staffing. If there is some difficulty completing the online form i.e. you are not yet aware of your shift pattern please complete 'free text box' to explain – we will accept your best guess and understand this may very well change – everything else is at the moment! Either way, there are more important things to be concerned about so we will be open and if the above criteria applies your child will have a place, this will include short notice changes.

The Online form for completion may be found at:

<https://bit.ly/3abU5kl>

Learning and teaching arrangements

We are now planning learning in 3 separate tiers:

- **Limited community opening** – today we have 48 and yesterday we had 66. We will be planning the Easter opening arrangements in the coming days for key workers and when it is absolutely necessary.
- **Online distance learning** – this seems to have taken on a whole life of its own and Charlie Brown (the dog!) seems to be an internet sensation!
- **Home Learning Packs** – we are currently developing home learning packs for two specific reasons and they will be used only when absolutely necessary:
 1. for children and families that have no internet access or no appropriate equipment to learn online i.e. only a smart phone. Should this apply to you please contact us on 01903 204141
 2. for children on the special needs register that need a bespoke learning programme. Should this apply, a member of the special educational needs team will be in contact before the end of the week to make arrangements.

We will make arrangements directly with a family to collect these home learning pack from the school premises when it is absolutely necessary. Given the current restrictions we would provide 3-5 days work in each pack. Outcomes from the tasks will not be marked by school staff – we will provide marking guidance where appropriate for home marking.

Frequently Asked Questions

Should you have any questions, queries or concerns that relate to Chesswood Junior School and Covid 19 arrangements please read our frequently asked questions guide (there have been many questions posed already – we have tried to answer each and every one as clearly as possible):

<https://www.chesswood.w-sussex.sch.uk/page/?title=COVID+19+%2D+Corona+virus+updates&pid=330>

It is updated daily and given the rapidly changing nature of national arrangements there will sometimes be some discrepancy between our previous answers and new updated guidance. For this reason we have included the date and time of the school response.

Contact with teaching teams

Should you have any questions specific to learning tasks set as part of the daily home learning arrangements please use the appropriate email for your child's year group below – a team of teachers and TAs monitors this throughout the day.



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Y3support@chesswood.w-sussex.sch.uk	Y4support@chesswood.w-sussex.sch.uk
Y5support@chesswood.w-sussex.sch.uk	Y6support@chesswood.w-sussex.sch.uk

Should you wish to send your child's wonderful work to us, please email your child's class teacher - the one they had before all this craziness began!

We are here to help and support make good use of the range of communication above. We know this is tough – **keep expectations for children realistic – when it is time to stop – STOP! This is a marathon not a sprint.**

Yours sincerely,