



Our ref: MME/HFT
Date: 19th March 2020

Dear Parent/Carer,

As you will be aware the Government has stated that all schools must close at the end of this week, except to support essential national services which must continue during the current coronavirus issue. The staff at Pudsey Grangefield School are determined to play our role in whatever way we can. This letter outlines some key information.

Plan from Friday 20th March

The school will be closed **tomorrow (Friday 20th March)** to all students **with the exception of:**

- **all students who have an Educational Health Care Plan**
- **any student who has a social worker**
- **any students whose parents work in the healthcare profession**
- **any students whose parents work in a school**
- **any students whose parents are delivery drivers**

For tomorrow only, any Year 7s whose parents are unable to arrange childcare for tomorrow may also attend school. This is to allow parents to make suitable arrangements from Monday onwards.

This decision will allow us to plan for staying open to support the national effort which will keep schools running for essential workers and vulnerable students, despite having many staff in self-isolation.

Plan for Monday 23rd March

The school will be closed to all students from Monday 23rd March except to those listed in the vulnerable or essential worker categories above.

Support for children and their families

We have put work for all students onto Google Classroom and we have ensured that all families now have internet access. We are in the process of contacting the parents of any student who receive free school meals as we have arranged with Leeds City Council for this money to be paid directly each week to these families. Staff have been working tirelessly calling parents to set this system up. We will continue doing this tomorrow and then send letters to any remaining parents we have been unable to contact.

Keeping in touch

Although the school will be closed from tomorrow to the majority of our students, you can contact us directly either via the staff email addresses published on our website or via the 'contact us' email address (contactus@pudseygrangefield.co.uk) which will be monitored during this enforced partial closure. **Please do not call the school office as we are unable to staff it beyond Monday 23rd March.** If you are unsure of the systems we have put in place, please refer to my letter of 13th March 2020 which is on the school website ('for parents and carers/coronavirus (COVID-19) advice' - <http://www.pudseygrangefield.co.uk/for-parents-carers/letters-home/>).



Year 11 and 13

In addition, I have held assemblies with our Year 11 and 13 students this morning. I advised them that, even though the exams have been abolished for this summer, it is important that they keep tackling the work their teachers are setting them for several reasons. The main one is that we do not currently know what system the Government is planning regarding awarding grades. It will probably be a combination of our predicted grades (which were looking extremely positive all year) and any coursework which the students have been doing. In addition, if a Year 11 is returning to our Sixth Form to do further qualifications, as many are, it's important that they do not ease off. A level work is significantly harder than GCSE work and it is important that the students don't lose momentum before the school returns. Students who are studying for their A levels should also continue working for the moment for the same reasons, particularly if they are applying to university.

Once the Government clarifies the system which will be used to award this summer's grades we will review our plans for Year 11 and 13 students and let you know immediately. We expect further announcements in the next 2-3 weeks.

Conclusions

I would like to thank you all for your support and understanding during these past few days. I have been extremely proud to see how our staff and students have responded to these highly unusual circumstances. I will ensure that we update you directly as and when appropriate.

In the meantime, please do support your child in adjusting to working from home. Teachers will set work each day for our students as it is important that they keep up. We would strongly recommend sticking to their usual timetable to get the routine established.

It is also essential that we all follow the instructions that the Government has issued regarding self-isolating if you or any member of your family develops a new continuous cough and/or a high temperature. In addition, we must avoid any gatherings with friends and family (we should keep in touch via social media), any events with large groups of people and social events such as going to pubs, restaurants, theatres and cinemas. Much is still being learned about this virus but it is clear that the long term impact on all of our lives will be significantly reduced if we all do what we are asked to do.

We will all now be adjusting to new routines over the coming days but there is a real strength in the fantastic community we have here at Pudsey Grangefield School and it has nothing to do with children or staff being here in the building. It is the care, support and positive relationships that are evident in everything we do – these qualities will stand every one of us in good stead. We will use technology to ensure that these are maintained and strengthened over the coming weeks and months.

Yours sincerely,

**Mr M McKelvie
Principal**