



Monday 16th March, 2020.

Dear Parents and Carers,

As you are aware, the Government has moved the country to the Delay Stage of the Coronavirus Pandemic. This currently means schools should continue to stay open and that students should continue to attend school. However, students should not attend school if they have Coronavirus symptoms, however mild, or if anyone who they live with develop symptoms which include:

- a new and persistent cough
- a high temperature

For more information please go to

[www.gov.uk/government/publications/covid-19-stay-at-home-guidance](http://www.gov.uk/government/publications/covid-19-stay-at-home-guidance). Also, if NHS 111 or a medical practitioner advises a student to self-isolate, they must not attend school. Under current guidance, students who experience these symptoms - or if they live with anyone who experiences these symptoms - should not come into school for at least 14 days. Whilst we have been planning for this situation for some time, we know that this will cause turbulence in school. This is because we will have to manage unprecedented levels of staff and student absence.

## How can you help?

If you suspect your son or daughter has any symptoms of Coronavirus, please do not send them into school. If pupils live with anyone who has any symptoms of Coronavirus, please do not send them into school.

Please let us know as soon as possible if your son or daughter is either ill or is self-isolating because of Coronavirus symptoms within the household.

We anticipate an unprecedented level of absence related phone calls. Therefore, we have created a dedicated absence email address which we would prefer you to use. This will allow us to log the information and call parents back to discuss specifics relating to their child.

The email address to report pupil absence is: [pupilabsence@penkethhigh.org](mailto:pupilabsence@penkethhigh.org)

We'd appreciate it if you could include the following information in any communication regarding absence of a pupil;

- Year Group and Tutor Group
- Reason for absence e.g.
  - Coronavirus symptoms
  - Self-isolating because of medical advice or because of illness of another family member
  - Other (please state)

## Continued working

There could be some situations where pupils are having to self-isolate but could be well enough to continue to access learning resources. There is, of course, no requirement for pupils who are unwell to complete work at home, they should focus on their recovery.

**PART OF THE CHALLENGE ACADEMY TRUST | NURTURE | CHALLENGE | ACHIEVE**

THE CHALLENGE ACADEMY TRUST C/O PRIESTLEY COLLEGE, LOUSHERS LN, WARRINGTON WA4 6RD. COMPANY NUMBER 10689247

Penketh High School, Heath Road, Penketh, Warrington, WA5 2BY

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Principal: Mr J Carlin BA(Hons) NPQH





Over the last few months we have been looking to introduce some new remote learning tools; whilst we can't introduce this on a phased basis, as planned, we are in a good position to be able to use these features to support the home learning of pupils.

On Friday, we provided pupils with tutorial materials to be able to access a remote resource called "Teams" through their school Office 365 account. This app allows staff to upload materials specifically for their class and for pupils to download or view these materials directly in Teams so that they can continue to engage in learning from home. They can do this via a mobile device, tablet or a computer with an internet connection.

On Thursday we reissued login details for any pupil who had misplaced these and on Friday showed pupils how to access Teams and the resources. A help section on our website is available through the Coronavirus page which provides support for pupils on how to access materials for home learning. Additional features of Teams might be employed to support home learning should the situation continue to a point of closure or partial closure of the school. If we get to this point we'll issue further guidance to parent and pupils. If you have any queries regarding pupils being unable to access Teams or their Office 365 account you can email [remotelearning@penkethhigh.org](mailto:remotelearning@penkethhigh.org).

## Future updates

We will issue further guidance on a regular basis through the school website. The Coronavirus page on the website will be the page in which we issue further updates and letters. To date we have sent parents a text message with links to letters, going forward all updates will be through this page on the website and we will not be sending text message links to updates. We sent a link to the Coronavirus page in our final text message update so that you have this available to reach future updates.

## Events and meetings

We have taken the decision to postpone the vast majority of non-essential events, certainly those that are imminent as we try to best manage the situation and the mass gathering of people. Sporting fixtures from this week have been cancelled and parents evening next week is postponed, this will be rescheduled later in the school year.

Current advice and guidance is to remain open and the school will therefore be operating as normal during the school day. Where advice, guidance or the situation changes we'll inform parents promptly through the Coronavirus page on the school website. We thank you for your continued support and understanding during this unprecedented period.

Yours sincerely,

Mr J Carlin.

Principal.

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