

23th March 2020

Dear Parents/Carers and Staff,

We write in order to provide you with a quick daily update.

- Today has been all about:
 - Liaising with staff. Sadly, an ever increasing number of staff are unable to come into School (73%), as a result of illness, self-isolation or individual circumstances. In true Five Acre Wood fashion, many of these staff are keen to do all that they can to continue to support us, in whatever capacity. We are sure you will join us in wishing them all well.
 - Contacting parents / carers who indicated that they would like their child to continue to come into School, in the 'Google Form' that we sent out on Friday. Thank you for the open dialogue that we have been able to have, as well as for understanding the incredibly difficult decisions we are having to make, together, in the best interests of your child and individual circumstances. **As emphasised, we are guided by the most recent scientific advice that if pupils can stay safely at home, they should, to limit the chance of the virus spreading.**
 - If we have not contacted you, and you expressed a preference for your child to continue coming into School, please assume that we have the capacity for this to happen. If you are in any way unsure as to whether or not your child is coming into School on Wednesday 25th March, then please contact the School office tomorrow. Today, our 'Learning Approach Leads' have tried contacting all of the families that did not complete this form; in some cases they were unfortunately unable to do so, leaving messages where possible.
 - Liaising with KCC transport and our catering firm to inform them of the above information, so that they can resume services for those pupils that will continue to come into School from Wednesday 25th March.
- Tomorrow, our 'Learning Approach Leads' will be working on identifying 'best fit' groupings for those pupils that will continue coming into School, allocating staff, and deciding upon their bases. These will be very different to our current class groupings and, given the high rate of pupil and staff absence, it is unlikely that pupils will be grouped with familiar peers and adults. As soon as these groupings are confirmed, our on-site paediatric nurse colleagues have kindly agreed to follow up on any medical related training that is required for staff. Given the time constraints we face, we will not be in a position to share this information with parents / carers prior to Wednesday 25th March. We ask however that you do your best to prepare them for the considerable change they face to their usual School routine.
- In the coming months we will not be offering an educational service; we will be adapting our ways of working so that we can support as many of our families as we can through what will essentially be respite provision.
- We are really pleased to report that we have managed to successfully source and purchase a large quantity of personal protective equipment (PPE). This will arrive on site tomorrow.

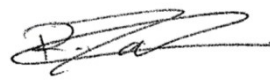
- We are ready to ‘push the button’ on our exciting clothing designs for our front line staff – watch this space!
- We have sent out a ‘Social Story’ about the closure of the School, for those pupils remaining at home at this time. Thank you to Emma Whybrow (TEAM Manager) for developing this incredibly valuable resource.
- We have continued to develop the strategies that will be put in place to support our School community, including safeguarding measures, support for staff, provision for pupils that are entitled to free School meals and ongoing communication strategies.

We are incredibly grateful for your ongoing support and understanding; we all have an important role to play in helping our community through these challenging times.

Kind regards



Tim Williams
(Headteacher, Boughton Lane)



Richard Dalton
(Headteacher, Satellite Provision)

