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 @westfields_jun

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19th March 2020

Dear Parents,

Further to my update last night, and as promised, I am writing to provide details regarding our arrangements during school closures from Monday 23rd March. As you are already aware exceptions have been made for key worker children (we are still waiting for a complete list from the government – I have contacted the DfE to clarify and will update you when I can), children with an EHCP and those with an allocated social worker, and I am contacting these parents separately.

Firstly, I would like to reassure all parents that my staff have, and will continue to, prioritise the children's safety, wellbeing and education. The whole staff team's continued dedication and hard work has enabled us to be well prepared for the weeks ahead; during this time of uncertainty and undoubted stress for parents, we are endeavouring to support all our families as well as we are able to.

Of course, as well as providing our children with learning opportunities, the children's safety and wellbeing is, as ever, of paramount importance. As such, please know that our 'open door' policy is temporarily shifting to 'listening ear' on the phone or via email. We are exceptionally proud of our pastoral care and in challenging times these are of equal, if not greater, importance. So just as with learning, if you require any pastoral support please do not hesitate to get in touch and don't forget the myHappyMind app – details how to download this are on the school website (Parents; myHappyMind).

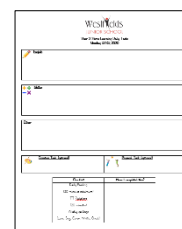
Specifically, in regards to safeguarding, whilst we will be closed to most of our children, if parents have **any** safeguarding concerns, they should still make contact as soon as possible with the school:

- Call school on the usual number (01252 408218); this will still be in use during the school day and the facility to leave a message for the safeguarding lead to contact you is available.
- Parents can also make contact via the school email – school.admin@westfields-jun.hants.sch.uk
- In the event of an emergency, parents can make contact via the school mobile phone (07557 851105) which will be held by a member of the Senior Leadership Team.

Learning Arrangements

It is essential that during this time of closure, all pupils continue their learning to avoid falling behind academically. Teachers will provide children in their classes with appropriate learning materials and activities via the year group pages on the school website. Today children will be bringing home an exercise book so that all of the work set can be completed in this book (for children who are currently off school, we will be delivering these asap). Teachers have spoken to the children about our expectations in regards to this book and they are aware that the standard and presentation of work in this book needs to mirror that of what they are expected to produce at school. When we return to school, these books will need to be handed into class teachers for review.

- By 9.00am daily tasks and activities will be uploaded to the school website (Pupils; Home Learning). Contained in these documents will be information about the English and Maths tasks the children will need to complete as well as an additional activity based on one of the other curriculum subject areas. In addition to this, there will be two optional activities – one will be a creative task and the other will be a physical task as we recognise the importance and benefits of creativity and physical activity for our children. There is also a checklist for essentials of reading, spelling and times tables practise.
- In addition to the daily tasks, on the Home Learning pages, there will also be the lesson materials and activities. To ensure that parents and children can access these, we will be uploading them as PowerPoint presentations and Word documents as well as converting them into PDFs.
 - Our aim is that the materials we upload for parents and children give clarity, explanations and support as well as clear examples to enable children to successfully complete their work. Links to websites and videos may also be given to support this. However, despite our best endeavours, there may be individual occasions where parents and children require some assistance. With this in mind, we have set up the following emails for queries:



Year3Learning@westfields-jun.org.uk
Year4Learning@westfields-jun.org.uk
Year5Learning@westfields-jun.org.uk
Year6Learning@westfields-jun.org.uk

During the school hours between 8.40am-3.15pm, there will be a member of the teaching team available to reply to any emails; answering any questions that parents and children may have.

- To enable this process to be successful, we have ensured that children have the necessary usernames and passwords in their Reading Records. We have also spoken with each child about internet/device access at home and have made contact with parents where this might be an issue. If during the time of closure you experience any issues accessing materials please inform us asap so we are able to resolve this to avoid your child getting behind with school work.

A few key questions and answers...

I am unsure about a task/activity.	Before emailing, do take a look at our comprehensive support documents found on our school website (Curriculum or Parents tabs contain subject specific information as well as support documents/websites).
My child's usernames or passwords don't work.	Please contact the relevant year group email and a member of staff will address the issue.
My child is reluctant to carry out the home learning tasks.	We have discussed with the children how learning must continue whilst the closures are in place; and emphasising the importance of the children not falling behind in their learning. We have explained that the tasks should take no more than 2-3 hours a day and having focused so much on our learning skills and being in 'full swing' at this point of the year, we know our children can adopt and display positive learning attitudes. If there are any issues, please contact the relevant year group email and a member of the year group team will happily have a supportive and encouraging chat with your child.
This involves screen time?!	We appreciate that these activities will result in an increased amount of screen time to some extent and we have endeavoured to have some tasks set daily that do not require the use of a screen after the initial explanation. Please ensure your children take breaks throughout their learning time.

We can't find the Spelling Book.	The Spelling Books can be found on the school website (Curriculum; English).
Can I test my children on their weekly spellings?	Yes! Please use their spelling book to mark which spellings they spelt correctly. For Week 24, you can select random spellings from the previous 6 weeks to test your child to see how they are progressing.
My child/we are poorly.	Whilst we are setting daily learning with the expectation that children complete the English, Maths and Other activities as well as the tasks on the daily checklist, we completely understand that there may be periods of time that this cannot be achieved. If your child is unwell and will not be completing their tasks please let us know via the admin email (school.admin@westfields-jun.hants.sch.uk) or by calling the school office as usual.
What about the Multiplication Test Check in Year 4?	It has been cancelled and we have no further information at present. It is important to note that for children to meet end of year expectations for Maths in Year 4, children need to be able to recall multiplication facts up to 12x12 so we encourage continuous TT Rockstar practise!
What about the Year 6 SATs?	The SATs have been cancelled and we have no further information at present. The children have been working so hard in the lead up to SATs and we have been proud of their efforts. We have spoken to the children about the cancellation of SATs and explained that whilst they may not be sitting the tests, we will be using teacher assessment and it is important for them to complete the tasks and activities set during the school closure in order to support their transition into secondary school

Rest assured, throughout the closure, we will keep you up-to-date via our email system and text alerts; we are here to help you and your children through this challenging time. However, during the coming weeks, we will appreciate your understanding and patience if our plans have to alter according to staffing numbers and technology challenging us!

May I take this opportunity to thank you again for your kind words, the sweet treats delivered to us and your continued support – WJS Community is a very special one!

Stay safe and keep in touch.

Kind regards,



Miss Jo Redman
Headteacher

