



Penistone Grammar School

Never Stop Flying

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Achieving Excellence through a Values Driven Education

Our Ref: CMA/PCR

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Dear Parent and Carer

Coronavirus: Covid-19 Latest Update

I write to provide further guidance in terms of arrangements over the coming weeks.

My letter to you covers the following:

- Page 1 Eligibility and arrangements for students continuing to access on-site provision beyond today
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- Page 4 Mental health support for students whilst not in school

At the time of writing we are still awaiting clarification around examinations, and exactly what the arrangements will be to ensure those students in years 11 and 13 still receive the grades to enable them to access the next stage of their education. On this note I would like to take a moment to address students in these year groups. I want to let you know just how proud of you we all are; me, members of the leadership team, Mr Archer and Mrs Putsoane, and every single one of your teaching and associate staff who have had the privilege of supporting you. You have worked hard and shown great commitment towards your studies. You have my guarantee that we will do everything within our power to make sure you get the grades you absolutely deserve. We will also ensure that, once this storm has passed, we have opportunity to come together as a learning community and celebrate your journey with us, recognising all that you have achieved. I will continue to keep you updated but please remember, we are still here at the end of an email, please get in touch should you have any questions or worries about anything.

Eligibility and arrangements for students continuing to access on-site provision beyond today

Today the Cabinet Office and Department for Education have released [Guidance for schools, colleges and local authorities on maintaining educational provision](#).

The guidance clearly sets out that we all need to do what we can to reduce the spread of the COVID-19 virus. That is why the government has asked parents to keep their children at home wherever possible, and asked schools to remain open only for those children who absolutely need to attend.



The Quality in Careers Standard >>>>

Aim High

Be Determined

Be Brave

Be Supportive

Be Proud

As set down within the guidance, it is important to underline that schools remain safe places for children however; the fewer children making the journey to school, and the fewer children in educational settings, the lower the risk that the virus can spread and infect vulnerable individuals in our wider society.

For the reasons set out above, it is essential that **only** those who have absolutely no alternative, access school from Monday 23 March onwards.

Specifically, those needing access will fall into one of two categories:

1) **Children of Key Workers**

Those children who have two parents at home who are considered Key Workers, or single-parent families where the parent is considered a Key Worker.

2) **Vulnerable Children**

Those children who are considered vulnerable, which includes children who are supported by social care, those with safeguarding and welfare needs, including child in need plans, on child protection plans, 'looked after' children, young carers, disabled children and those with education health and care (EHC) plans.

I feel it appropriate to reiterate at this point that, if it is at all possible for children to be at home, then they should be (point 1 of the "key principles" outlined in [Guidance for schools, colleges and local authorities on maintaining educational provision](#)).

Vulnerable Children

Members of our Inclusion and SEND teams will be making personal contact with each family of children who fall into the 'vulnerable children' category to discuss what access to our onsite provision those families need. If you have not received a phone call before 16:00 this evening, can we ask that you email enquiries@penistone-gs.uk.

Children of Key Workers

Each week we will require key worker parents to complete a booking form in respect of the children they will be sending into school. This will enable us to ensure we can plan effectively for those children. It also enables us to safeguard children, for example, where a parent believes their child is attending school, but where the child subsequently fails to arrive with us.

For this week only we need a quick turn-around and would be grateful if you could complete the booking form by no later than **14:00** on **Saturday 21 March 2020** advising your requirements for next week only.

You can access the booking form via the following link: [Booking Form](#)

For future weeks the booking form will be available to complete on a Monday for the following week, with a deadline of the Thursday at 16:00 for completion.

For completeness, the following groups are considered key workers:

Health and social care	This includes but is not limited to doctors, nurses, midwives, paramedics, social workers, care workers, and other frontline health and social care staff including volunteers; the support and specialist staff required to maintain the UK's health and social care sector; those working as part of the health and social care supply chain, including producers and distributors of medicines and medical and personal protective equipment.
Education and childcare	This includes nursery and teaching staff, social workers and those specialist education professionals who must remain active during the COVID-19 response to deliver this approach.



Key public services	This includes those essential to the running of the justice system, religious staff, charities and workers delivering key frontline services, those responsible for the management of the deceased, and journalists and broadcasters who are providing public service broadcasting.
Local and national government	This only includes those administrative occupations essential to the effective delivery of the COVID-19 response or delivering essential public services such as the payment of benefits, including in government agencies and arm's length bodies.
Food and other necessary goods	This includes those involved in food production, processing, distribution, sale and delivery as well as those essential to the provision of other key goods (for example hygienic and veterinary medicines).
Public safety and national security	This includes police and support staff, Ministry of Defence civilians, contractor and armed forces personnel (those critical to the delivery of key defence and national security outputs and essential to the response to the COVID-19 pandemic), fire and rescue service employees (including support staff), National Crime Agency staff, those maintaining border security, prison and probation staff and other national security roles, including those overseas.
Transport	This includes those who will keep the air, water, road and rail passenger and freight transport modes operating during the COVID-19 response, including those working on transport systems through which supply chains pass.
Utilities, communication and financial services	This includes staff needed for essential financial services provision (including but not limited to workers in banks, building societies and financial market infrastructure), the oil, gas, electricity and water sectors (including sewerage), information technology and data infrastructure sector and primary industry supplies to continue during the COVID-19 response, as well as key staff working in the civil nuclear, chemicals, telecommunications (including but not limited to network operations, field engineering, call centre staff, IT and data infrastructure, 999 and 111 critical services), postal services and delivery, payments providers and waste disposal sectors.

Key points to note:

- Students will be supervised and will be following the same work as those who remain at home.
- Students must attend in full school uniform and bring their planner and equipment with them.
- All students will access break and lunch.
- When completing the booking form, you will be asked to provide a food order for your child. Those students eligible for free school meals will continue to receive their entitlement, all other students will pay in the normal way, using the biometric scanners.
- If you have booked your child in to school and they are subsequently unable to attend, you will need to report their absence by emailing attendance@penistone-gs.uk.
- Students accessing onsite provision will not be able to access the school building before 08:00 and must leave the premises by 15:00 each day.
- Students must bring their own refillable water bottle with them to school each day.
- Should you need your child to attend school as your working pattern or circumstances have changed after the booking form has closed, or during the week to which the change applies, you will need to contact us via email to enquiries@penistone-gs.uk and receive confirmation of booking **before** you send your child(ren) into school.

Please direct any questions in the first instance to enquiries@penistone-gs.uk.

You only need to fill in the booking form linked within this document **if** you are a key worker **and** you intend sending your child to school at any point during the period 23 to 27 March. It is not necessary to register as a key worker with us at this time. We will send the link for the booking form to every parent, every week, to cover the eventuality of people changing jobs or the list of key workers issued by the government being amended.



Work for Students

For clarity, I thought it useful to outline the arrangements for work for students over the coming weeks:

Years 13 and 11

Until we have guidance on what the arrangements are in the absence of formal examinations, we are requesting that all students continue to complete the work that is set for them on Frog for any lesson within which they would take an examination. The reason for this is that, until we are told otherwise, we will work on the basis that all work completed by students can be used as evidence in establishing what predicted grade that student would have been likely to achieve should the exams have gone ahead. We will review this as soon as further information is available.

Years 10 and 12

Students will be set work for each period of their examined classes, each day, with clear deadlines for completion. Students should access their work via Frog and we have provided a link to a video (below) for your information advising how they can do this. We have provided all students who are in school with instructions regarding this as part of an assembly on Wednesday and they have all viewed the video.

Years 7, 8 and 9

Students will be set, in the main, project-based work for completion which will be assigned to them on a Monday and should be completed by Friday of the same week. For next week students will focus on the following subjects: Science, Geography, Art and Computing, with History, English, Design & Technology, Languages and Religious and Citizenship Students set the following week. Each day students will also have mathematics work set. We are aware that many students do not have their books at home with them, therefore (and certainly in the short-term), books will not be essential to complete the work set. We would however; recommend that students use their Essential Knowledge Sheets to help them. For students in years 7 and 8 there will also be a reading challenge that will run alongside the work set.

To help students to understand how to access work during this period of closure, Mr O'Brien, our Strategic Lead for ICT, has put together a short video. We thought parents may appreciate having sight of this, and that this may help you to support your children moving forwards. The video can be accessed via the following link: [Accessing Work During the School Closure Period](#).

In terms of support for Frog during the school closure period the following points are worth of note:

- We have disabled the 'reset password' function, meaning there is no requirement for students to reset their password from now onwards. This will be reinstated once school is back open and in session.
- Should you require support with Frog and cannot access your account to log a support request, please do so via the following link: [Unable to Access Frog Account](#).
- We recommend that all parents download the 'My FROG' app (available from your App Store) to allow you to better track the work set and support your child(ren).

Arrangements for Students Eligible for Free School Meals

This is an area where our approach is likely to change as we both respond to the different arrangements, we are able to put in place over time, and as we continue to do all we can to meet the needs of our students.

For Monday and Tuesday, we expect to be operating drop-off points in the community where students can come and collect meal-deal grab bags from us. We will write directly to those families to provide more detail in terms of these arrangements shortly.

Mental Health and Wellbeing Support for Students

Students have all taken part in assemblies this week as part of which, we have discussed at length how important it is for them to keep themselves mentally well over the coming weeks and months. Our Inclusion



Team have created a site focused specifically on this key aspect of our students' wellbeing and we wanted to share the link to this with you.

The site can be accessed via the following link: [Mental Health Frog Page](#). The site sits within Frog and also includes a 'Contact Us' form for students who may need additional support.

Finally, as we move forwards none of us are quite sure when we will regain a sense of normality. I can assure you however; that your children and your families will remain at the forefront of our minds. On behalf of everyone at Penistone Grammar School, I would like to pass on our best wishes to you all, please stay safe, and I'll look forward to seeing all our students back at school soon.

Yours sincerely

A handwritten signature in black ink that reads "Paul Crook". The signature is written in a cursive style with a long horizontal stroke underneath.

Paul Crook
Principal

