



Newsletter 2

15th October 2020

Dear Parents and Carers,

Updated Attendance Policy

During the coronavirus pandemic all schools have had to update their attendance policies to reflect the new laws and guidelines regarding, mandatory school attendance, test & trace and self-isolation. We are committed to meeting these obligations with regards to school attendance by:

- Ensuring every pupil has access to full-time education to which they are entitled
- Acting early to address patterns of absence
- Supporting parents/carers and pupils who are concerned about the coronavirus

This addendum to the school policy reflects the latest advice from the local authority. In line with the Department for Education's policy, Leeds has stated that 'non-attendance' is permitted if attending school is...

- Against guidance from Public Health England and/or the Department of Health and Social Care relating to the incidence of coronavirus or its transmission
- Prohibited by any legislation or statutory directions relating to the incidence of transmission of coronavirus

This includes, self-isolation, quarantining and shielding.

Self-Isolation

Self-Isolation means pupils should and can stay at home if they or someone they live with develops symptoms. Parents or carers must notify the school on the first day that their child needs to self-isolate. The pupil will stay at home until they or the symptomatic person they live with receives their coronavirus test results.

If the pupil's test result is negative: the pupil will return to school when they feel well and no longer have symptoms similar to coronavirus. They should continue to stay at home if they remain unwell (i.e. with a different illness).

If the person the pupil lives with tests negative: the pupil will stop self-isolating and return to school

If the pupil's test result is positive: The pupil's parent/carer must notify the school about the positive test result as soon as possible. They must contact the school office at their earliest convenience. If it's the weekend or school holidays they can use the contact form on the school website.

Pupils who test positive must self-isolate for at least 10 days from the onset of symptoms, and must only return to school when they no longer have symptoms (other than a cough or a loss of sense of smell or taste).

If the person the pupil lives with tests positive: If a member of the pupil's household, support bubble or a 'close contact' tests positive, the pupil must self-isolate for 14 days. The pupil must do this from when the member of



their household first had symptoms, or the day the pupil last met with the 'close contact' who received the positive result.

This is the definition for 'close contact':

- Direct close contacts: face-to-face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face-to-face conversation, or unprotected physical contact (skin-to-skin)
- Proximity contacts: extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual
- Travelling in a small vehicle, like a car, with an infected person

If you've been in close contact with someone who has coronavirus and need to self-isolate, you will be contacted by test and trace. Parents will be contacted on the behalf of children.

Quarantine

If your child has to quarantine after they have travelled to a country that is not on the government's exceptions list then the parent or carer must contact the school immediately. The pupil must quarantine for 14 days on their arrival to the UK and return to school thereafter.

Shielding

If there is a local lockdown and a child is required to shield the parent/carer will notify the school and provide proof of their shielding by forwarding their letter to the school office via the contact form on the school website. The pupil will stay at home until the shielding measures in the local area are paused. Once the shielding measures are lifted, we will contact the pupil's parent/carer to set the expectation that they can return to school.

Remote Learning

If a pupil is not attending school because of circumstances related to coronavirus, but where the pupil is not ill, the school will provide the pupil access to remote education.

The school uses Seesaw (an online learning platform) to set work for those children who are not attending school due to COVID-related reasons. These tasks are linked to the work set in class that day. This ensures that gaps are not appearing in the children's learning. Teachers give feedback virtually on this work. Where the children do not have access to the internet or suitable devices, home learning packs are provided and sent home to the child.

All parents have been contacted to make sure that their child can access the platform. Please call the school office if you or your child cannot access Seesaw.

Attendance and Punctuality

Pupils must arrive in school at their designated time slot on each school day. 8.40am for families of children and 8.50am for individuals. Families with their youngest child in Reception, 1 or 2 must use the MUGA entrance. Families with their youngest child in 3, 4 or 5 must use the Bismarck Drive entrance. Individuals in Reception, 1 or 2 must use the MUGA entrance. Individuals in 3, 4, 5 or 6 must use the Bismarck Drive entrance. Parents and Carers of children in Reception 1 or 2 can escort their child to their classroom door.

Where any child we expect to attend school does not attend, or stops attending, we will:

- Follow up on their absence with their parent or carer by telephone call or home visit.
- Notify their social worker, where they have one



If a pupil does not attend because they, and/or their parent/carer are concerned about returning to school because of coronavirus, we will arrange a phone call / meeting between the parent/carer and the attendance team to explain the protective measures the school is taking to keep pupils safe.

Legal sanctions

Our normal rules on legal sanctions apply for non-attendance and absence from school as outlined in our school Attendance Policy.

A request form for Extended Leave and Exceptional Circumstances must be completed by the parent/Carer and each application will be considered individually.

If you wish to read the policy in full, please visit the school website.

Face Coverings

Now that Leeds has been identified as an area with tier 2 restrictions, the school is advising parents to wear masks or visors in the school playground.

Year 6

Parents with children in year 6 need to complete the common preference form by the 31st October. This should have been emailed to parents/carers. If you have not received this email please visit.

<https://www.leeds.gov.uk/schools-and-education/school-admissions/apply-for-a-secondary-school>

School Meals

From the 2nd of November the cost of a school meal will be £2.25 a day. The cost per meal per pupil has risen recently and this cost reflects the change. The school still subsidises each meal by contributing to the costs of children's meals.

Free School Meals

Since returning to school our circumstances have continued to change. We are living through difficult times and we want to make sure that your child has everything they need. Please read the following information and apply for Free School Meals if you think you meet the criteria.

Here are some of the most frequently asked questions to help:

1. Do I Qualify For Help?

Although children in Reception, Year 1 and Year 2 are entitled to free school meals, all parents and carers that meet the criteria below are encouraged to apply for free school meals so that the school can access the appropriate funding for your children.

You can claim Free School Meals for any child who normally lives with you and who is classed as being under your parental care.

To get Free School Meals you must receive one of the following benefits:

- Universal Credit (and your net combined household income is less than £7,400 a year after tax)
- Income Support, Pension Guarantee Credit, Income-based Job Seekers Allowance.
- Income-related Employment Support Allowance
- Child Tax Credit Only (With No Working Tax Credit) and your Annual Taxable Income does not exceed £16,190.



2. How do I register?
Read and complete the forms added to the school website. Make sure you sign it and then return to it to the address provided.
3. Do I need to fill in separate registration forms for each child?
No. You only complete one form which will ask for information about each of your children
4. Will other pupils know my child is receiving free school meals?
No. We provide the same food to all pupils and lunches are ordered and purchased in the same way for everyone. There is no difference at all.
5. Does my child have to eat the free school meals?
No and if your child brings a packed lunches you should still register because we will receive the funding which can support your child in other ways in school.
6. What if my child is self-isolating?
We are providing hampers for pupils in receipt of free school meals. These are provided by the Leeds catering service. We can deliver these straight to your home if you are not able to collect them because the whole family is isolating.
7. Are there any other benefits to receiving free school meals?
Yes! School receives extra funding (pupil premium) for every pupil who receives free school meals. We use this to run breakfast clubs, provide extra resources and offer support from specialist staff as well as a full programme of intervention. This money really makes a difference and it is important that you apply.

If you need any help with completing the form then please get in touch and we will do our best to help you.

Training Days 2020/21

Monday 4th January 2021

Monday 26th July 2021

Tuesday 27th July 2021

Mr G German

Stay in touch with us....

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