

19 March 2020

Dear Parent / Carer

As the Government continues to raise the response level to COVID-19, you will be aware that all schools in England will be closed for the foreseeable future with effect from the end of school tomorrow, Friday 20 March 2020.

Provision will need to be made for the 'most vulnerable children', ie Looked After and those with an education, health and care plan (EHCP) as well as children of 'key workers' who would otherwise be forced to stay at home. Whilst the government has not released a full list of the groups defined as key workers, it is fairly safe to assume that these will be workers who currently work in the following areas:-

- National Health Service
- Armed Forces
- Teachers and Childcare
- Care Homes
- Social Work
- Food Delivery
- Police including community and civilian roles
- Firefighters
- Local Authority emergency planning
- Environmental Health

**To support our planning over the coming days and weeks, please let us know by 1:00pm tomorrow** if, as a parent or carer,

- a) your occupation is listed above
- b) your child is Looked After or has an EHCP

**If either of the above criteria are met and you intend to send your children into school next week, please email [contact@waleshigh.com](mailto:contact@waleshigh.com). It would also be helpful for you to confirm full name and year group of your children. We do not need a response from any parent or carer of children who fall outside of the Looked After or EHCP category, or whose occupation is outside of the 'key worker' category.**

You will be aware that we have made lots of plans over the last few days in preparation for partial and/or full school closure, including provision of subject-specific materials which can be downloaded from one of various platforms such as G4S, VLE, website etc. Our teaching staff continue to provide support via email to students and can be contacted via their waleshigh.com email address during the normal school day. Please follow the link to our website to see year group specific home learning tasks <https://www.waleshigh.com/homelearning/>.

Some of you may have received information this week about internal examinations which you should now disregard as all internal examinations have been postponed for the foreseeable future.

We are currently awaiting further information from DfE around expectations for the Easter holidays, examinations and awarding of certificates for our Y11, 12 and 13 students.

For students who are entitled to free school meals, we will reimburse the daily allowance which a student would normally receive during term time. The daily allowance is £2.15 and so for the period 23 March to 3 April 2020 inclusive, the total amount payable per student is £21.50. Should the school remain closed to students after the Easter holiday, we will contact you and let you know arrangements thereafter.

In order to claim the free school meals allowance, please complete the form which can be found at <https://www.waleshigh.com/wp-content/uploads/2020/03/Refund-Slip.docx> and return to the Finance Office. Please make sure that you list each individual child for whom you are claiming. The Finance Office will reimburse the total of £21.50 per student for whom we have evidence that they are entitled to free school meals, directly into the nominated bank account, as soon as possible. The government has suggested that additional allowances may be payable for free school meals whilst schools are closed, although at the time of writing, figures have not been shared. Once this information is available, if adjustments to the free school meal entitlement is needed, we will reimburse any differences directly into the nominated bank account.

We will continue to monitor the situation closely as well as providing updates to all parents, via email, as new information comes to light. It is imperative, therefore, that the school holds a valid email address for every family – please let us know if for some reason our emails are not reaching you.

The most up-to-date advice to the public, including periods of self-isolation, ending isolation and vulnerable groups, can be accessed via the following link:  
<https://www.gov.uk/government/news/new-guidance-for-households-with-possible-covid-19-infection>

We hope you understand that the welfare of our students and staff has to be our first priority and by following the government guidelines, we hope to be able to return to 'normal service' as soon as possible.

Yours sincerely



G Di'lasio  
Headteacher