



St. Edward's Church of England Academy

Westwood Road, Leek, ST13 8DN

Telephone: 01538 714740

Principal: Mr. T. Hutchinson

<http://stedwards.academy>

4th June 2020

Dear Pupils and Parents/Carers,

I hope I find you well.

There is some new and updated information for you today on a range of topics.

As you are aware, the Academy has expanded its educational provision today to a large number of pupils. This will mean that I will now need to provide updates for those parents/carers who have pupils in school and those who remain at home. To provide information for all groups, I will colour code the different messages. You are of course welcome to read all the information provided.

In school pupil information will be highlighted in **LIGHT BLUE**

At home pupil information will be highlighted in **YELLOW**

Archived information will remain for a short period and be highlighted in **GREY**

In school pupil update

We are now over half way through our first week of expanded provision and the systems to ensure everyone is safe within the Academy have run successfully. We are continually reviewing these systems and will continue to ensure that every decision being made is built on a foundation of safety for all and safeguarding.

Several pieces of housekeeping information:

- When the weather is hot and sunny, please provide sun cream and a sun hat for your child.
- Please ensure your child brings their own water bottle(s) filled at home with enough water/juice to keep hydrated throughout the day.
- When the weather turns and we are forecast rain, please ensure your child has a suitable coat; we will still be going outside for breaks and PE unless the rain is torrential.

Updated: Home working for the rest of the summer half term

I know that you are all working really hard completing elements from your 1st project focusing on 'Recognise'. I have already seen some examples of the quality of work that is being produced and I am very impressed with the level of thought, effort and innovative ideas that you are developing. As ever, the pupils of St Edward's never let me down with their efforts.

To ensure that your work will be seen by your House Tutor or your allocated House Tutor (as explained in point 3 below) please:

- **DO** await a call from your House Tutor who will provide their email address so that you can submit the work directly to that address. Parents and carers: your child's allocated teacher for this half term will be contacting you before the end of the week to inform you of their email address. This email address will be used for your child to submit their weekly project work. Pupils: once you are aware of your allocated teacher, you can also find their email address by logging onto your school email account and searching the member of staff's surname in the 'to' box.
- **DO NOT** send work to the office@ or information@ email addresses as this work may not reach the member of staff it needs to.

The expansion of provision in our Academy is an important milestone in this arduous journey which we have endured together. The opportunity for some of our pupils to come back to school before the summer recess provides the chance for them to re-engage with each other and their teachers and to return to the practise of everyday school life. Yet in returning to the Academy, pupils will face differences to their usual routines in terms of lessons, breaks, movement and, most importantly, engagement with each other.

In response to Government advice regarding expanding provision in schools, the Academy has conducted its own review and audit to consider the educational provision it can offer for those pupils who currently are at home and cannot access the Academy. This comprehensive review has considered a range of operational, logistical, pedagogical and personal considerations. It has involved a range of personnel from senior leaders, governors, staff, parents/carers and a consideration of the proposals of other schools in our area.

1. English and Maths work:

In addition to the project work that is being set (explained in point 3) we are setting English and Maths tasks. This work may make reference to Oak National Academy. Where this is the case, please utilise these wonderful resources but do not feel you have to complete all the resources that are set on the Oak National Academy website for all the other subjects for that day.

If your child has completed their English and Maths work and their project work and wishes to complete additional Oak National Academy tasks, this is fine but not directed by the Academy.

2. Keeping in contact with pupils

House Tutors play a vital role in supporting the academic and personal welfare of pupils. Their usual daily engagement with pupils in school offers an important contact point to touch base with how pupils are doing, personally and academically. Mindful of this, our House Tutors have already made contact and will continue to make regular contact with pupils (with parental consent) principally through phone calls in order to say hello, enquire as to how pupils are and to offer any help, advice or guidance which pupils may need. This is a great chance for those staff to step in and supplement the fantastic support which parents/carers are giving during lock down.

3. Project work

The Academy is keen to provide additional opportunities for pupils to engage in school work. The regular Go4Schools subject tasks we would term as “instructional”, forming an important part of our educational offer. In addition to continued English and Maths provision, we propose to extend the offer with a project which comes under the umbrella of our RESPECT values with each Faculty contributing to each project and the focus for each week. House Tutors will “check in” with pupils during their regular contact with regard to how well they are progressing through the project work and pupils will be able to submit examples of their project to their House Tutors via email either as online documents or photos of paper based activities. These projects will cover the final seven weeks of the academic year and each week will focus on a key RESPECT value and include supplementary tasks to allow pupils to reflect on each RESPECT value. A summary of the detail of this can be seen below.

Week Focus Detail

1	R	Recognise British values and the contribution these have made to our society and our world
2	E	Encourage pupil actions as global citizens and environmental advocates
3	S	Strive to understand and appreciate the diversity of our society from people of all backgrounds
4	P	Prepare for the challenges of life; a special focus here on the Olympic movement
5	E	Empathise with the plight of others with a specific focus on personal well-being and mental health
6	C	Christian – emplacing the idea of hope as a beacon of light and opportunity from a variety of religious/belief system backgrounds
7	T	Teamwork – build up a positive response to challenges and learning to overcome adversity together

The information about these projects will be provided to pupils via Go4Schools at the start of each week and pupils will have a week to complete this project work. Information about the projects can also be found in the 'Parents and Carers' section on the Academy website: [Summer Term 2020 Projects](#). Pupils should roughly spend 1.5 to 2 hours per day on this project, but can spend more time if they wish.

We remain hopeful that at some point before the end of the academic year our school community gets the chance to come together again in order to celebrate our pupils' achievements this year and to ensure that they are best prepared for the next phase/stage of learning. We will do all that we possibly can to get all pupils back up to speed with their learning.

Due to the number of staff who are now teaching in school, your child may receive a call from a different House Tutor to be the link and to receive their completed projects. The 'new' House Tutors will be contacting you and your child at some point this week via phone and providing you with further details. You are still able to access and get on with the project tasks prior to this phone call.

New content: New prefect application and interview procedure

Current Year 7 pupils who would like to be considered for a prefect role for the next academic year, please complete this form:

[Prefect Application Form](#)

You will then be contacted in the coming weeks with more information about this process and further interviews for a position on the Pupil Senior Leadership Team.

New content: Get Set Tokyo activities

Visit the Travel to Tokyo section on the Get Set Tokyo website to log your physical activities to win prizes. The website also includes a variety of resources to keep families active – enough to last all summer! See the PE homework set on Go4Schools for further information. Both pupils attending in-school provision and those at home are invited to participate.

[Get Set Tokyo](#)

IMPORTANT: Expanding provision guidance

As a middle school, we do not fit the Government model in terms of curriculum, systems, pupil numbers or how our premises are set out. At the current time our plan is this:

- We have expanded our educational provision from 1st June 2020.
- Provision has been expanded to 100 pupils in 10 groups of 10 with a minimum of one teacher per group. I have included further details regarding this in the frequently asked questions section of this update.
- All other pupils will continue to be provided with educational resources via Go4Schools.
- Key worker and vulnerable pupils across Years 5-8 take top priority in regard to admission.
- We will continually review the situation and look to increase numbers when it is safe to do so and when guidance on social distancing and the requirements for staff and pupils who have health concerns are changed by Government.
- Detailed guidance regarding expectations for those pupils entering the Academy has been provided to the parents/carers of pupils attending school.
- For those pupils at home, further guidance on a slightly different model of home working has been provided (please see the next section of this letter).

I would reiterate at this point that the difficult decisions that have been taken regarding expanding provision in the Academy to further pupils have been built on a foundation of safeguarding and this will continue to be the basis for any future changes.

Reminder: Staffordshire and Stoke-on-Trent Virtual School Games – Dance (in place of Home School Games)

Do you think you could create a fun and fantastic dance to be used to mark the end of the first Staffordshire and Stoke-on-Trent Virtual County Finals on Friday 17th July? If so, this is the competition for you.

The competition is open to entries from all year groups. Entries must be received by 5pm on Friday 12th June. Please use the link below to access further details:

[Virtual School Games – Dance \(1st June to 12th June\)](#)

Reminder: Tennis coaching

Leek Tennis Club is offering a six-week FREE membership. Please see the flyer for details:

[Leek Tennis Club Flyer](#)

Reminder: Uniform supplies – Supersport

Supersport will be reopening on Tuesday 16th June. Please order school uniform online where possible as the number of people able to enter the shop at once will be limited due to social distancing measures. Please place orders as soon as possible.

[Supersport Flyer](#)

[Supersport Website](#)

Reminder: The Great Green Gathering

“The Great Green Gathering” is an online virtual event for all the family. There are talks on wildlife, the environment, sustainability and pollution.

The event takes place on **Saturday 6th June between 10am and 2pm** and there is an opportunity to be involved and interact with the activities taking place.

[The Great Green Gathering Flyer](#)

Reminder: Rights Respecting School

As a Rights Respecting School, we regularly reflect on different articles from the UN Convention of Rights for the Child. During the current period, the UN are releasing an ‘Article of the Week’ for you to examine and discuss the significance of on your lives. This week’s article is Article 19: Protection from violence, abuse and neglect.

[Unicef: Rights Respecting Schools - Article of the Week](#)

Reminder: Items left in school

We are aware that some pupils have left their belongings in school and would like to collect them. Safety is our first priority and on safety grounds it is currently not possible for parents/carers and pupils to visit the school site to search for and collect belongings. We will let parents/carers know when they are able to collect belongings. Sorry for any inconvenience this may cause.

Reminder: Year 8 HPV vaccination

The message below has been received from the Schools Immunisation Team:

Due to the current COVID-19 situation, all planned school age immunisation sessions have been put “on-hold” as per national guidance.

We are currently awaiting guidance and direction from the Government and Public Health England in the next few weeks on when we will be able to provide school age immunisations going forward. In the meantime, our staff are working hard in the background planning vaccination sessions for when “lock down” is lifted, so you may receive a telephone call from our team to discuss your child’s outstanding vaccinations.

Should you require any further information, please visit our website: <https://www.mpft.nhs.uk/services/school-age-immunisation>.

Reminder: Phone calls from House Tutors

Please note that phone calls made by House Tutors are likely to be displayed on your phone as 'blocked number' calls. This is due to members of staff working remotely. For the same reason, it is not possible for House Tutors to leave a phone number for you to return their call.

If you miss a phone call from your child's House Tutor and you would like to pass a message to them, please use the 'Contact' section on the Academy website and state that your message is for the attention of your child's House Tutor: <https://www.stedwards.academy/contact>.

Reminder: Resources from Staffordshire Fire and Rescue Service

Staffordshire Fire and Rescue Service have now launched their new Safe+Sound programme. This is a weekly programme with partners providing workshops for children who are currently educating at home. Like the regular Safe+Sound events, the programme is aimed at KS2 children (Y5 & Y6) and will run for 12 weeks from Wednesday 6th May with new content and different partners getting involved every week.

[Information about the Safe+Sound programme](#)

[Safe+Sound Learn Live – Every Wednesday at 10am](#)

Topics include:

- Fire Safety
- First Aid
- Water Safety
- Mental Health & Wellbeing
- Road Safety
- Internet Safety

Each week will have live chat, several workshops and a quiz – all aimed at helping children to keep themselves and their families Safe+Sound in these extraordinary times. The programme will also be available to view again on demand at any time after it goes live.

Reminder: Transition

For those pupils who will be joining us in Year 5 or leaving us from Year 8 this year, we're working with high schools and first schools to make alternative arrangements where necessary. Please be assured that you will receive all the necessary documentation, guidance and activities you need in a format that you can complete at home. We are also looking to arrange alternative events when lock down restrictions change.

For the new Year 5 pupils: we can't wait to meet you all and get to know you and introduce you to our wonderful Academy community.

For our Year 8 pupils: we will be very sad to see you go. But don't worry, we won't be letting you go without a proper send off! We are working on what this is going to look like at the moment. You deserve it after all that you have contributed to our Academy over the last four years and in becoming such amazing 10:10 young people.

For Year 8 pupils who will be joining **Westwood College** in September 2020:

- Link to information from Westwood College for Y8 pupils and their parents/carers: <https://www.stedwards.academy/parents-and-carers/year-8-2020-transition-to-high-school-information>
- Transition letter from the Headteacher at Westwood College: [Westwood College Transition Letter](#)
- Pupil survey (to be completed by Wednesday 20th May – please contact Westwood College as soon as possible if you have not yet completed this survey): [Westwood College Pupil Survey](#)
- 'Information for Parents' section on Westwood College's website: <https://www.tlft.org.uk/parents/>
- 'Contact' section on Westwood College's website: <https://www.tlft.org.uk/contact/>

Reminder: Communication and subject queries

To assist you in contacting the correct person at the Academy when you have a query, please continue to utilise the CONTACT link on the Academy website for all general and office focused enquiries. For any subject specific questions, please utilise the following addresses to access key subject specialists:

For Maths	maths@st-edwards.staffs.sch.uk
For English	englishst@st-edwards.staffs.sch.uk
For Science and Computing	scienceandcomputing@st-edwards.staffs.sch.uk
For Geography, History and MFL	humanandlang@st-edwards.staffs.sch.uk
For RE	re-sted@st-edwards.staffs.sch.uk
For Creative Studies	creativestudies@st-edwards.staffs.sch.uk

Reminder: Mental health and wellbeing

At the current time more than ever, ensuring that we look after our personal mental health and that of those we care about is paramount. Below are a range of resources, websites and apps that you can access and that provide links to further mental health and wellbeing materials.

- <https://www.headspace.com/>
- <https://www.bbc.co.uk/news/health-51873799>
- <https://www.mind.org.uk/information-support/for-children-and-young-people/>
- <https://www.nhs.uk/oneyou/every-mind-matters/coronavirus-covid-19-staying-at-home-tips/>
- <https://youngminds.org.uk/find-help/for-parents/supporting-your-child-during-the-coronavirus-pandemic/>

Reminder: FAQs (frequently asked questions)

Question: Does my child need to complete all the work set daily by Oak National Academy?

Response: In addition to the project work that is being set, we are also setting Maths and English tasks. This work may make reference to Oak National Academy. Where this is the case, please utilise these wonderful resources but do not feel you have to complete all the resources that are set on the Oak National Academy website for all the other subjects for that day. If your child has completed their English and Maths work and their project work and wishes to complete additional Oak National Academy tasks, this is fine but not directed by the Academy.

Question: How was the figure of 100 pupils in school arrived at?

Response: The figure of 100 pupils was arrived at after undertaking a detailed risk assessment in line with Government guidance, reviewing the site and reviewing staffing in order to enable reduced group sizing and to ensure social distancing. At the current time, to enable all of the elements of the guidance to be met and to ensure safety and safeguarding is paramount, 10 groups of 10 pupils was agreed upon with Governors.

Question: Why are you not providing a rota structure like some other schools?

Response: As an Academy, we make decisions that apply to our own pupils, staff and site. Other schools differ in all three of these elements and therefore I cannot comment on their arrangements.

Government guidance clearly stated:

“Options for delivery

Schools should not plan on the basis of a rota system, either daily or weekly. This guide sets out other options for schools if they are unable to cater for all of the vulnerable children, children of critical workers, nursery children (where applicable – any pre-existing, standard rotas may remain unchanged), reception pupils, year 1s and year 6s with their available staff or in their available space.”

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>

Therefore, the decision was taken that a rota system was not suitable. It was also felt that the arrangements put in place would ensure key worker and vulnerable pupils and their parents and carers could access a consistent provision each week. This is what we have provided throughout 'lock down' and wish to continue to provide.

Question: Why have pupils from other groups e.g. Year 6 not been allocated places?

Response: Currently the number of key worker and vulnerable pupils takes us to capacity at 100. Therefore, at the current time no further pupils from outside of these identified groups are able to access provision on the Academy site.

Reminder: Safeguarding

Keeping our pupils and their families safe is our most important job.

If you have any concerns, please call First Response on 0800 131 3126 or the NSPCC on 0808 800 5000 or Childline on 0800 1111. If you need to contact us, please do so via the Contacts link on the Academy website.

There is a lot of support available to help keep your child safe online. Below are some useful links to help parents and carers:

- Think You Know: <https://www.thinkuknow.co.uk/> (advice from the National Crime Agency to stay safe online)
- Internet Matters: <https://www.internetmatters.org/> (support for parents and carers to keep their children safe online)
- Parent Info: <https://parentinfo.org/> (support for parents and carers to keep their children safe online)
- LGfL: <https://www.lgfl.net/online-safety/> (support for parents and carers to keep their children safe online)
- Net Aware: <https://www.net-aware.org.uk/> (support for parents and carers from the NSPCC)

God bless,



Mr T Hutchinson
Principal