



St. Edward's Church of England Academy

Westwood Road, Leek, ST13 8DN

Telephone: 01538 714740

Principal: Mr. T. Hutchinson

<http://stedwards.academy>

Friday 30th April 2021

Dear Parent/Carer,

Updates for this week:



School Bank Holiday:

The school will be closed on Monday 3rd May for May Day Bank Holiday.

Parking:

Could parents/carers be mindful of how you park on Westwood road. There was an incident where an ambulance could not access one of the schools because someone was blocking the school entrance. Could I please reiterate to keep everyone safe around the school gates.

Please don't:

- Block the road – emergency vehicles and other traffic may need access
- Park on yellow lines, zig zags or block the school entrance
- Park on the pavement, across dropped kerbs or residents' driveways
- Park opposite or within 10 metres of a junction
- Park where you will cause inconvenience to other road users
- Leave your vehicle with the engine running
- Stop in the middle of the road to drop your child off, even for a few seconds

Pupil Absence

If your child will be absent due to illness, medical appointment, or for any other reason please select **option 1** for the pupil absence line to leave a voicemail message at any time.

Appointments and Collection of Pupils

If your child has an appointment during the school day, please put a note in their planner to show the teacher and the teacher will allow them to leave during the lesson. The pupils can then ensure they are at the office on time for collection.

When you arrive at school to collect your child, please ring the bell at the main entrance to inform office staff that you have arrived then your child will be sent out to meet you. Pupils need to be collected by an adult; for safeguarding, pupils are unable to leave alone during the school day.

Year 8 Leaver Hoodies

The closing date for ordering Year 8 leaver hoodies is Thursday 6th May.

For further information and details about how to order please click on the link below:

<https://www.stedwards.academy/letters/1615993489.pdf>

Homework:

Homework is now set on Teams not Go4Schools. Please make sure your child checks for assignments set by their teacher.

Headphones: Year 6

Year 6 pupils will need to bring headphones week commencing 3rd May as they will be working on keyboards during music lessons

Year 7 and 8 Pupils: Reporting Lateral Flow Test Results:

Please can parents/carers remember to send in your home testing results to the link below and not the Academy contact form. This form below has been set up specifically to collate this information:

[Year 7 and 8 Lateral Flow Home Testing Result Form](#)

Home Testing Information Year 7 & Year 8

A detailed letter with further guidance on this has been sent out to Year 7 and 8 parents/carers. Information on this has also been posted on the Academy website. A Video and links with further information can be found below.

How to do a Covid self-test video

Informing the Academy of your result

Informing the NHS of your result

Testing at Home Y7 & Y8 Letter

Privacy Notice for Staff/Pupils Testing at Home

New guidance from the Government informs us that from now on, if a positive result is recorded for a lateral flow test. Then a confirmatory PCR test must be arranged either using the online facility or by calling 119.

If the PCR test result returns negative the pupil/s will be able to return to the Academy.

We politely request that you make us aware of all of these results and we will continue support you and your children during this process.

Stakeholder engagement:

The views and queries of you as parents and carers matter to us at the Academy and help us to rethink and reshape in order to improve our practice and provision.

For this reason, parents and carers have the opportunity to submit questions or queries via the form (link below). The Principal will then provide a recorded video message of responses to these queries that will be shared with parents and carers as we are still unable to conduct face to face meetings.

If questions/queries are such that a response would identify an individual such cases will be dealt with in a confidential manner.

[Parent and Carer: Stakeholder Question Form](#)

Mobile Phones:



We are happy for pupils to have their mobile phones with them as they are a piece of equipment that keeps them safe on the journey to and from school. However, we do not allow phones to be used in school and will be reminding pupils about this. If phones are seen in school, they may be confiscated and held in the Academy office until they can be collected by a parent/carer. Evidently, we wish to avoid this situation to reduce the risk of transmission through unnecessary visits to the Academy office. To avoid this please can parents/carers reinforce that mobile phones are not to be seen or used in school.

Spare PE kit donations

Please can I request if any parents/carers have any spare Academy PE kit or serviceable trainers at home that pupils have grown out of and you would like to donate could pupils bring it to their PE lessons, where we will quarantine them. We will give house points for donated items and redistributed them to pupils who need it or keep it in school as spare kit.

PE kit

Pupils will need to come in their PE kit on the following days:

Year 5	5Ed / 5EI /5Is	Monday and Friday	5Ne/5FI/5Ni	Tuesday and Friday
Year 6	6Ed/6EI/6Is	Wednesday and Thursday	6Ne/6FI/6Ni	Monday and Friday
Year 7	7Ed/7EI/7Is	Monday and Friday	7Ne/7FI/7Ni	Thursday and Friday
Year 8	8Ed/8EI/8Is	Wednesday and Thursday	8Ne/8/FI/8Ni	Tuesday and Friday

Pupils with medical needs and/or diabetes who are returning

If your child has medical needs and requires medication (e.g. inhaler and spacer, Epipen, diabetic kit), please ensure that your child brings their medication to school with them ready to hand in at the school office on their return.

If you have any queries or concerns regarding your child's medical needs, please contact us via the contact form on the Academy website.

Parent Pay

Please make sure that you have checked your Parent Pay balance, cleared any debts and topped up ready for pupils to access their funds.

Before and after school club

Kids Space before and after school club will resume as per the arrangements prior to the Christmas break. If you require any further information regarding this, please call Lyn on 07534 839280.

Thank you for your support in helping us to keep everyone as safe as possible at school.

Yours sincerely,



Mr T Hutchinson
Principal