



# STEWARDS ACADEMY

## SCIENCE SPECIALIST

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*Headteacher: Mrs H. Ginger BSc Mathematical Sciences*

Dear Parent/Carer,

Following my recent, numerous letters in which I have done my best to update you on developments at this difficult time, I thought it would be helpful to summarise all the information that we have regarding the forthcoming period of school closure.

### **Continuation of learning**

Work will be set on ClassCharts for all pupils to complete for the next two weeks in the first instance. Where possible pupils have been asked to bring home their books to support their learning. We ask that they complete any work in the back of their books and self-assess their work using any self-assessment grids or mark schemes provided. Pupils that do not have internet access have been provided with paper-based work. Moving forward we are considering how we can best support distance learning, including providing feedback and celebrating success. We will be in contact with you regarding work to be set after the Easter holiday period.

### **Contacting the school during closure**

Should you have any **questions related to the work** that has been set for your child, please email [admin@stewardsacademy.org](mailto:admin@stewardsacademy.org) stating **your child's name, the subject to which the questions pertain and your child's usual classroom teacher**. Your email will then be directed to a member of staff who should be able to answer your questions. The usual policy in school is that staff would respond to any email from yourself with a telephone call, but during partial school closure it has been agreed that response will be made via email as this will be easier for you and your child. We ask that pupils do not email and that queries come from yourself as a parent. More **general questions** should be marked as 'For the attention of the Leadership Team'. We will make every endeavour to respond appropriately and in a timely manner.

Reception will also be open during term-time between 08:30 until 16:00 hours for telephone enquiries.

### **Free School Meals**

A packed lunch can be collected from reception for any child who is currently in receipt of Free School Meals between 10:30am and 12pm. We are currently considering alternative arrangements which may be in place at a later date.

### **School Trips and Activities**

We will continue to keep you updated regarding issues related to school trip cancellations. This work is ongoing, and we will continue to do our best to resolve matters.

### **Critical Workers and Vulnerable**

Whilst the school is now closed for most pupils, we have been asked to make provision for the children of Key Workers (now defined by the Government as Critical Workers) and pupils with



Leading Space Education  
Quality Mark



identified needs. Parents are asked to keep their children home where possible unless there is no safe alternative, but there will be a small cohort of pupils in school over the closure period. **The parents of these pupils will have received a letter today confirming that provision has been made for their child in school during term time.** If pupils arrive in school not having received a letter or not having a signed Critical Worker form, they will not be permitted on site and parents will be asked to collect them.

**'Keeping in Touch', Student Mental Health & Safeguarding**

The pastoral team will regularly check in with pupils at home and their families if they feel they would benefit from support throughout the closure period.

Pupils may find the coming weeks difficult, particularly if they are at home for a long time. If they are struggling to cope you will see two sources of support below:



Any safeguarding concerns can be directed to the following staff during school closure:

Mrs D Ramsey: [dramsey@stewardsacademy.org](mailto:dramsey@stewardsacademy.org)

Mr S Preece: [spreece@stewardsacademy.org](mailto:spreece@stewardsacademy.org)

Mr T Ford: [tford@stewardsacademy.org](mailto:tford@stewardsacademy.org)

Ms A Atkinson: [aatkinson@stewardsacademy.org](mailto:aatkinson@stewardsacademy.org)

May I take this opportunity to thank you for your patience, continued support and wish you, your family and loved ones well as we navigate our way through this difficult time.

Yours faithfully,

Mrs H Ginger  
Headteacher

20<sup>th</sup> March 2020