



THE PRIORY SCHOOL

D O R K I N G

Headteacher: Mrs J Trimnell

5 January 2021

Dear parents and carers

I hope this letter finds you safe and well. Following on from the information given by our Prime Minister last night, I would like to provide you with the following information outlining key information you will require over the coming weeks.

Key workers and vulnerable children school placements

Due to the new lockdown rules which remain with us until at least February half term I have had a significant amount of requests for children to be given a placement during this time. Due to the amount of requests and my priority of ensuring that our staff and students remain safe, we will now be using the following priority list to allocate student placements;

- Children Looked After and adopted children
- Children with diagnosed mental health concerns
- Children that are under a child protection or children with a team around the family support plan
- Children with an Education Health Care Plan
- Children in year 7 with both parents or a single parent who are CRITICAL key workers
- Children in year 8 with both parents or a single parent who are CRITICAL key workers
- Children in year 9 with both parents or a single parent who are CRITICAL key workers
- Children in year 10 with both parents or a single parent who are CRITICAL key workers
- Children in year 11 with both parents or a single parent who are CRITICAL key workers
- Children in year 7 with one parent who is a Critical key worker
- Children in year 8 with one parent who is a Critical key worker
- Children in year 9 with one parent who is a Critical key worker
- Children in year 10 with one parent who is a Critical key worker
- Children in year 11 with one parent who is a Critical key worker

For this week children who have been allocated a place in school are welcome to continue to attend. However, some parents/carers may receive an email Friday if their place is no longer available due to the amount of placement requests.

If you do request a placement for your child please complete the form in this [link](#), which can also be accessed via our school website.

Remote learning

As you are aware we started our remote learning lessons on Monday. Please can I reiterate that classwork will be set daily and students must access the work titled "remote learning" via Show My Homework.

We are a Google school which means that all students can access Show My Homework, GCSE Pod and contact their teachers using their GMail login. In order to safeguard both staff and students, lessons will very rarely occur as 1:1, if this is necessary then the session will be recorded.

If students do not have any access to a computer at home then please contact Mr Currie tce@priorycofe.com. We have a very limited amount which we are able to loan out during this period if necessary. Please be mindful that we do have to prioritise students in most need. Mr Currie will make contact if we are able to loan you a device.

Safeguarding

As part of our safeguarding measures during lock down your child must turn up for their registration with their tutor online via Google Meet. This will ensure that their tutor has a visual sighting of your child on a daily basis. The tutor session is between 11:25 and 11:55 am.

Students do not need to attend for the full half hour but must be present at some point for their tutor to see and register them. If students do not have access to a camera with their device then they can speak with the microphone. If students have issues with this then please ensure they contact their tutor directly.

Can I remind all parents and carers that students are still regularly encouraged to use Tootoot if they have any concerns or worries. The use of this platform is still available during lock down.

A member of staff will make contact by phone with each student at least once a week to make sure they are okay and help wherever possible. Please also encourage your child to email their teachers directly if they are not able to access or understand their work. Teachers will be available to their students for their timetabled lesson, for one hour via email if students need support.

Exams

Please view this link to listen to [Mrs Abbott](#) explaining the current situation regarding exams and offering support/advice if required. Mr Harrison will be emailing Year12 and 13 students and parents/carers with updates for them soon.

COVID-19 testing

The school will be starting our testing Wednesday afternoon. All training has been completed and resources received. We will only be testing students of critical key workers and vulnerable students that are currently in school for the time being. Thank you to those that have already sent the consent forms for their child/ren. Since the training we have now been told that consent forms can be completed online. Please can I ask for you all to access the form through this [link](#) which is on our school website.

You can also access the handbook guidance [here](#), which explains everything the school has had to follow whilst setting up the testing. The handbook outlines clear procedures of what will happen during testing and if a test is found to be positive, which I also explained in my last letter. If after reading pages 21 and 22, which is relevant to yourselves, there are further questions that you feel that you need to ask, please let me know. Can I reiterate that students/staff will be carrying out the test on themselves, it is not a test administered on them. Students will obviously have support and guidance from trained staff who will be with them at all times. If you are not wanting to provide consent, then your child will need to continue with the current guidance of self isolating for 10 days if they have been in contact

with someone that has tested positive. This will obviously have a further impact on the amount of time they are not able to attend school.

Free School Meals

Free school meal vouchers are still available to those entitled to them. If you have not yet downloaded the voucher sent before Christmas, it will be sent again tomorrow. Please can I remind you that if you have more than one child, you download both vouchers and not just one. If you have any questions or concerns please email Mrs Chart at kct@priorycofe.com

During these unprecedented times, we are aware that the financial circumstances of many families have changed and we would like to bring the possibility of free school meals to your attention. The qualifying criteria are on the attached form.

If there is a possibility that your child now qualifies for free school meals please complete the attached form and return it to simsoffice@priorycofe.com. This is a means of support that many more families are now entitled to and I encourage you to complete the form if there is a chance that your child would now qualify for these meals. During the school closure period, we are able to provide supermarket vouchers so it is important that the application is submitted as soon as you would qualify.

Finally, as members of our community I cannot thank you enough for all your continued support during this time. Thank you to those that have volunteered, I know Mrs Abbott has been emailing you with updates.

If you have any further concerns or queries please feel free to contact me.

Stay safe



Mrs Trimnell



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