

20 March 2020

Dear Parent / Guardian

The government has stated that the fewer children making the journey to school, and the fewer children in educational settings, the lower the risk that the virus can spread and infect vulnerable individuals in wider society.

Schools are, therefore, being asked to continue to provide care for a limited number of children - children who are vulnerable and children whose parents are critical to the Covid-19 response and **cannot be safely cared for at home**. We are proud to be part of this national response.

[Key worker list](#)

If workers think they fall within the critical categories above they should **confirm with their employer that, based on their business continuity arrangements, their specific role is necessary for the continuation of this essential public service**

Please use this [link](#) if you are a key worker. Once you have entered your details we will be in touch today to discuss when you will need us to supervise your child /children.

From Monday the school is operating onsite as a civic care centre for children who meet the criteria outlined by the government. We are already operating with limited staffing as many staff are in vulnerable groups. **Please consider carefully whether it is your only option that children are on site.**

Children will be supervised in carrying out the same work that is set online for students at home. We will use as few staff as we deem safe so as to limit the number of children of staff who then have to be supervised by other institutions such as nurseries. It is also in order to reduce the exposure of our staff to the Covid-19 virus. This will enable us to sustain this supervision by using reserve staff if supervising staff need to self-isolate when they may become ill. It will be necessary given the ratio of children to staff that a strict behaviour policy will be enforced on site. Details to follow.

We have students who have chromebooks in for repair or in need of repair, we will endeavour to distribute a chromebook to these students next week. We will invite parents to collect the chromebooks as they are readied for student use. Our ICT technicians are currently focused on our transition to home learning. It is possible to access Google classroom and Google documents on another device you may have at home such as phones, PC's and laptops.

Please can I encourage students to borrow more books from our library today in preparation for their extended time at home. This is a useful website to enhance reading and literacy for students in years 7-9. <https://literacytrust.org.uk/family-zone/9-12/>



Stiby Road, Yeovil, Somerset, BA21 3EP

Telephone: 01935 423747 Fax: 01935 411340 Email: office@westfieldacademy.co.uk

We hope as soon as next week to be able to email families, who are in receipt of free school meals, vouchers that can be redeemed at a supermarket for a meal. If students are self- isolating we will deliver the meal instead of the voucher. We will also try to provide materials to aid these students in their work such as pens, pencils and paper.

Should any students self-isolating require sanitary products or a book delivery please contact reception.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S Dallimore', written in a cursive style.

Mr S Dallimore
Headteacher