

5 January 2021

Dear Parents/Carers

It has been a turbulent few weeks for schools and for our families with many changing announcements about schools, exams and testing. In this letter I hope to be able to keep you up to date with what is happening at Caludon Castle School and how this will affect your son or daughter.

Due to the lockdown in England, all pupils will be learning remotely until at least February half term. Please note that Friday 12 February is an INSET day and no remote learning will be set.

We do have a skeleton staff in school every day and you can still contact teachers and pastoral staff via email. If you have concerns about your son or daughter, or would like further guidance regarding their learning, please get in contact.

### **Critical Worker Education Provision**

Pupils attending the Critical Worker Education Provision will be completing their online learning at school. The government has requested that we continue with plans to open a school based COVID test centre and so parents of these pupils will be the first to be contacted with a letter explaining the process and seeking consent for testing.

### **Remote Learning**

All pupils learning remotely are required to follow their daily school timetable accessing their work via Firefly. There is a 'live' element to a significant number of lessons via Teams (the link will always be shared via Firefly) and so your son or daughter should plan their day to attend and complete work in line with the scheduled lessons. You can help them by:

- Setting up a calm, organised and quiet work space in the house.
- Ensuring that they have the right equipment to access their learning, record their work and organise their folders and books.
- Asking them to outline their day to you before they begin and to discuss their learning with you at the end of the day.
- Occasionally asking to see their work and praising them for their effort.

All pupils will receive a telephone call from school every two weeks. In most cases, this will be from their Tutor. This is an opportunity for your son or daughter to feedback on how their learning is progressing and to have a wellbeing catch up. If you have any concerns before they receive the call, please get in touch.

Just as attendance to school is monitored, we will be taking a register in all live lessons and following up on absences. Progress and attendance are indisputably linked and we are keen that our pupils understand the importance of online lessons. Attendance will contribute to an aspect of school graduation.

**Axholme Road, Wyken, Coventry CV2 5BD**

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**Registered office:** Castle Phoenix Trust, Axholme Road, Wyken, Coventry CV2 5BD | Registered Number 8331385



Headteacher  
**Ms S Kenrick**

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## Exams

All vocational (BTEC) exams for January are still going ahead. You will have received a letter from Mr Carter outlining the protocol for these exams. Pupils are not expected to attend in school uniform, but will require a mask to wear around the school buildings.

Internal examinations such as the Year 12 mock exams, will not go ahead as planned. All teachers are committed to providing remote opportunities for consolidating learning and testing understanding, but these will vary according to the subject area.

## Free School Meals

If your son or daughter is eligible for a free school meal, we are able to provide a 'grab bag' for collection daily. Please contact the school office with this request. We hope that the government will re-introduce a voucher scheme to replace the 'grab bag' and will be in touch as soon as we have details of these arrangements. To establish if your son or daughter is eligible for a free school meal, please use the following [LINK](#).

## Mental Health and Wellbeing

For some of our pupils, the news of the lockdown may cause some anxiety, stress or depression. If this is the case, it is important that they seek support to help them to cope in the coming weeks. We have resources and signposting via our school website for any pupil or parent who is concerned about their child. Please use this [LINK](#) to access this information.

Finally, I just wanted to thank you all for the support you are offering in establishing the right routines with your children and for working with the school in this ever-changing situation. I hope you and your families stay safe and well.

Yours faithfully



Sarah Kenrick  
Headteacher

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