



# Urchfont C. E. Primary School

Cuckoo Corner, Urchfont, Devizes, Wiltshire, SN10 4RA

Tel: 01380 840793

Email: [admin@urchfont.wilts.sch.uk](mailto:admin@urchfont.wilts.sch.uk)

Dear Parents/Guardians,

Prior to and following the announcement last night we have been working hard to put together the best possible plans moving forward, so that we do all we can to support you and your children during this difficult time and continue to provide learning for the children.

## **School to Home Communication**

We will keep you informed of any developments via ParentPay as well as our website and Facebook sites including any notifications relating to a possible re-opening date.

## **Key Workers and other specified children**

As advised by the government, we will do all we can to stay open for the children of key workers and other children as determined by the DfE. We have already asked parents to contact us if their occupation is on the list we circulated earlier today to help our planning processes. We are still awaiting confirmation from the DfE of the definition of 'Key Workers' and will update this list if necessary as well further guidance from the Local Authority in relation to the educational hubs that they will be establishing. Further information on what provision is possible and how and where it will be provided, will be communicated to those parents who have contacted us as soon as we can.

## **Families currently in receipt of Free School Meals**

If your child usually receives free school meals (due to a qualifying benefit and not the Universal Free School Meal Scheme) we will also be in touch with more information about how we will continue to provide this.

## **Educational arrangements**

To reduce the closure's effect on pupils' education, we have prepared alternative work provisions for pupils to complete at home and staff will endeavor to provide home-learning resources to pupils throughout the closure where possible. Initially, all pupils will be sent home with a pre-prepared printed pack supported by links to online resources. Depending on the length of closure further work will be set and placed on the class pages of the school website with parents notified via ParentPay and Facebook that it has been uploaded. If your child has been set a task that is to be completed electronically then it can be emailed back for review using the class email accounts. Answer booklets will provided where appropriate and possible – these may be provided with the resources or issued via the website at a later date once pupils have had chance to attempt the work.

Class pages can be located under the Children's Tab on the school website:

<https://www.urchfontprimary.co.uk/index.php/children>



If you encounter any difficulties accessing the resources or have more general questions in relation to the work set please contact the relevant class teacher using the following emails:

robins@urchfont.wilts.sch.uk  
chaffinches@urchfont.wilts.sch.uk  
woodpeckers@urchfont.wilts.sch.uk  
owls@urchfont.wilts.sch.uk

Class email accounts will be reviewed daily where possible and staff will try to provide a response to queries within a 48hr period.

If you are unable to access the internet at home, please contact the office before we close tomorrow and we will look into alternative options for your child.

### **Contacting Staff**

If you need to contact the school for any reason then staff will be monitoring their emails throughout the closure period as stated above. The main school admin account will also be monitored daily for more general queries.

For urgent issues, messages can be left on the emergency mobile telephone: **078241 96798** and we will aim to respond within a 24hr period where possible.

We have also created a new senior leadership team email address so that you can contact us if needed in an emergency, if there is a safeguarding concern, or if you need any support in these challenging times rather than going through the admin email address. It is [slt@urchfont.wilts.sch.uk](mailto:slt@urchfont.wilts.sch.uk) and will be monitored by Mrs Talbot (Head Teacher & Designated Safeguarding Lead) or a Deputy Designated Safeguarding lead if Mrs Talbot is unavailable.

Alternatively, if you have any safeguarding concerns regarding children you can also contact The NSPCC Helpline 0808 800 500. The NSPCC helpline is a place adults can contact by phone or online to get advice or share their concerns about a child, anonymously if they wish. It's staffed by professional practitioners with backgrounds in jobs like teaching, healthcare and social work, who know how to spot the signs of abuse and what to do to help. Parents and carers often have lots of questions, such as what is the right age to leave a child home alone, what to do about bullying or how to keep their children safe online. Whatever the issue, the NSPCC are there 24/7 to keep children safe. We encourage families to use this service if they require support and need to report any concerns.

This is as much as we know right now and we appreciate your continued patience as we deal with this ever changing situation. We understand that this latest news will have an impact on you and your family, but we'll continue to keep in touch with any updates as the situation develops.

Thank you and all please take care  
Mrs C. E. Talbot

