



LANCASTER
SCHOOL

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SEN Trust Southend



Headteacher: Tom Jackson-Owens

20 March 2020

Dear Parents / Carers

Arrangements for the next 2 weeks

As you will be aware, we have only just been given further guidance as to who is considered part of the 'vulnerable group' that schools will be open for. Please be aware it is **not** all pupils with an EHC Plan. The information from the DfE and Public Health England states:

"Special schools are advised to make case by case base assessments of the health and safeguarding consideration".

"For some they will be safer in an education provision. For others they will be safer at home".

Our students are not able to follow the social distance rules (sit/stand 2 meters apart), no touch, sneeze or cough only in their tissues. We have to carry out personal care procedures for many of our pupils and this does mean our staff are at a greater risk.

We also have to try and provide for all those pupils whose parents are Key Workers, the details of which was only finally announced in the early hours this morning.

All of these factors have to be taken into account when prioritising which children we can safely look after. We also have to consider the level of staffing we are able to provide. We are currently operating with a significant reduction in staffing due to self-isolation or with vulnerable family and/or circumstances.

We have been working constantly to look at who is the most vulnerable, at risk and children who have the most complex needs to determine which children are a priority. We are working on a daily basis to determine plans for the following week.

The list of pupils for next week (Monday 23rd March to Friday 27th March) will be contacted individually by letter and by phone. **Please do not telephone the school to find out if you have been given a space.** If we are able to offer you a place, we will contact you today.

The list for the following week (Monday 30th March to Friday 3rd April) will be announced on Friday 27th March.

Care in school will not be structured lessons as such – we will have a very mixed group of children to look after. It will be a child care provision, much like a holiday club.

We have provided information about activities to try at home to keep students busy during this time. This will come in the form of a list of useful, fun and appropriate websites.

Attendance:

Please be assured that your child's attendance will not be affected. The Government recognise that these are exceptional circumstances and it will be recorded as such. No one will be penalised for not sending their child in during this time.

FSM:

Only those entitled to Free School Meals under the **benefits system** are entitled to vouchers or free school meals in the coming weeks. We always encourage parents to fill in the FSM application form for possible entitlement. If your situation has changed and you feel you may be entitled, please contact the school and we will send a form home.

Taxis:

It is my understanding that transport will still be provided for those who will be coming to school. Parents of these students need to contact the providers to ensure that this is in place for the days they attend.

Keeping you updated:

Every week will be different and we will try and keep you updated so please check in regularly on the school website.

All of our plans will depend entirely on staffing levels to keep everyone safe and the latest Government advice and guidance.

Please keep safe and well. Many of you have been very positive, helpful and understanding and we are doing our best to work together.

Thank you for your support and understanding.

Yours faithfully,



Tom Jackson-Owens
Head teacher