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Head Teacher: Mr M Hickey BA(Ed), PE QTS

4<sup>th</sup> January 2021

## Headteacher update – School Closed on Tuesday 5<sup>th</sup> January 2021

Dear Parents / Carers,

I am absolutely devastated that I have to communicate with you this late in the evening to completely change the plan I sent you earlier today.

The Prime Minister has just announced that as of tomorrow all primary schools will move to remote learning except Key Worker and Vulnerable families. The plan for Highwood to be able to achieve this is as follows:

- **We will be closed for ALL pupils tomorrow** – This will include Key Worker and Vulnerable families, as it is not possible for me to have a safe environment, that is appropriately staffed, for an unknown group of children with less than 12 hours' notice. Had I known about this decision from the government earlier than 8pm, we would have spent today organising this ahead of time.
- We will provide remote learning for all children by 10am – this will be emailed to main email address we have on our system.
- We will spend tomorrow organising our Key Worker and Vulnerable children groups – We will do this in the form of a parent survey, so please keep an eye out for the link when it is sent.
- We will be sending out information as to how your children to access Microsoft Teams. We had planned to teach your children how to access the software during this week in school but we have a written guide and a video tutorial that we will send out to help. This is where we will be posting the remote learning for the remainder of the lockdown.
- If you have any questions relating to the work, please use the Year Group emails – These will be re-sent to you tomorrow, so you know the exact address for your children.

I will be in contact tomorrow to update you with any further plans.

Thank you for your support.

Matt Hickey

Headteacher