

## Re: Coronavirus School Closure, 23 March 2020

Dear Parent/carer,

السلام عليكم

We regret to inform you that the school will be closed for the majority of pupils from Monday 23 March 2020 until further notice as per Government guidance.

### Key Workers

We will continue to provide care for the children of Key Workers - children whose parents are critical to the Covid-19 response and cannot be safely cared for at home'. If a Key Worker's child can be safely cared for at home, we will not allow them to attend school. If you are a Key Worker and you will be sending your child to school, you must inform the school office immediately so that we can arrange adequate supervision. Please see **Appendix** overleaf if you fall into the Key Workers category.

### Education Provision

The school will continue to educate your child during this temporary closure. We will need your help to ensure the continuity of your child's education and to minimise impact.

### Online Learning Platform: Maths, Science & KS4 Religious Studies

To reduce the disruption that school closure will cause to your child's learning, we have created accounts for all pupils who have email addresses on Seneca, an online educational learning platform, which incorporates both teaching and assessment. If your child does not have an email address, we will contact you next week to create an account using your email address. Teachers will assign work to pupils on Seneca which must be completed by the given deadline. This will be monitored regularly and marked by the relevant staff. Pupils will require a computer and internet access for no more than **two hours per day**. We advise parents to closely monitor their children while they are on the computer.

### Other Subjects

We have created learning packs/workbooks for all other subjects. We will email a recommended schedule next week. Please ensure your child spends a minimum of two hours following this schedule. We may request pupils to email/submit their work to teachers for marking. We will send a text message with more information about this.

### Quranic Studies

Your daughter will be given a time slot in which the Quranic Studies teacher will listen to her sabaq. Teachers will call using a 'Private number/No caller ID' during their Quranic Studies lesson – please can parents ensure they answer this call. We aim to listen to each pupil at least twice a week.

### Next Term

The above strategy is a temporary measure. We are currently exploring a viable 'Distance Learning' teaching tool which we hope will be in place after the April holiday. The new tool will be much closer to onsite learning. We will send an email/text message with more information regarding this shortly.

### Muhasibah Nafs Chart and Tilawah of the Quran

Over the course of the next few weeks, we pray that pupils take this opportunity to deepen their connection with their Creator and prepare for the blessed month of Ramadhan. We have attached a Muhasibah Nafs chart, a recommended simple routine which pupils should follow daily. Pupils have also been encouraged to complete a Quran/half the Quran before the month of Ramadhan by reading one para/half a para daily. We encourage parents to do the same.

### **GCSE and A Level Examinations**

If GCSE and A-Level examinations are indefinitely cancelled and the school is required to submit predicted results, your daughter will take internal mock exams. The results of these exams will be submitted to the exam board. Please ensure your daughter uses her time wisely. Pupils will be able to email teachers to submit practice questions for marking and feedback.

### **Term dates**

The term dates for this academic year have not changed as we are hopeful that the majority of children will be back in school next term.

### **Communication**

We will be communicating important information to parents via email and text message. Please ensure that you check emails and messages at least two times a day. **If you have changed your number or email address, please contact the school via email or call.**

### **Contacting the school**

If you have any ICT issues, please call the school line between 10:00 am – 3:00 pm. The school will remain open unless there is a lock down. If the school is closed, please send an email to [office@westwoodhigh.org](mailto:office@westwoodhigh.org). **Please do not send a text message on the school mobile as this is not monitored.**

Please pray for the whole community during these unprecedented times.

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Muallima Khadija Khan  
Principal

## **APPENDIX**

### **Key Workers**

If your work is critical to the COVID-19 response, or you work in one of the critical sectors listed below, and you cannot keep your child safe at home then your children will be prioritised for education provision:

#### **Health and social care**

This includes but is not limited to doctors, nurses, midwives, paramedics, social workers, care workers, and other frontline health and social care staff including volunteers; the support and specialist staff required to maintain the UK's health and social care sector; those working as part of the health and social care supply chain, including producers and distributors of medicines and medical and personal protective equipment.

#### **Education and childcare**

This includes nursery and teaching staff, social workers and those specialist education professionals who must remain active during the COVID-19 response to deliver this approach.

#### **Key public services**

This includes those essential to the running of the justice system, religious staff, charities and workers delivering key frontline services, those responsible for the management of the deceased, and journalists and broadcasters who are providing public service broadcasting.

#### **Local and national government**

This only includes those administrative occupations essential to the effective delivery of the COVID-19 response or delivering essential public services such as the payment of benefits, including in government agencies and arms length bodies.

#### **Food and other necessary goods**

This includes those involved in food production, processing, distribution, sale and delivery as well as those essential to the provision of other key goods (for example hygienic and veterinary medicines).

#### **Public safety and national security**

This includes police and support staff, Ministry of Defence civilians, contractor and armed forces personnel (those critical to the delivery of key defence and national security outputs and essential to the response to the COVID-19 pandemic), fire and rescue service employees (including support staff), National Crime Agency staff, those maintaining border security, prison and probation staff and other national security roles, including those overseas.

#### **Transport**

This includes those who will keep the air, water, road and rail passenger and freight transport modes operating during the COVID-19 response, including those working on transport systems through which supply chains pass.

**Utilities, communication and financial services**

This includes staff needed for essential financial services provision (including but not limited to workers in banks, building societies and financial market infrastructure), the oil, gas, electricity and water sectors (including sewerage), information technology and data infrastructure sector and primary industry supplies to continue during the COVID-19 response, as well as key staff working in the civil nuclear, chemicals, telecommunications (including but not limited to network operations, field engineering, call centre staff, IT and data infrastructure, 999 and 111 critical services), postal services and delivery, payments providers and waste disposal sectors.

Follow this link for more information:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>