

## 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.

We have created learning packs/workbooks for all subjects and attached a recommended schedule. Please ensure your child spends a minimum of two hours following this schedule. We may request parents to email/submit their child's work to teachers for marking. We will send a text message with more information about this. If you notice there is something outstanding in your pack, please be reassured we will email you those documents. If you do not receive an email by Tuesday 24 March then please contact the school.

Islamic Studies homework will be emailed to you by Maulana Tayyib / Maulana Mohim.

You will also receive an email with recordings of the following for your child to listen to and follow along each day:

- Daily adhkar for morning (and evening)
- Dua before studying
- Dua after studying
- General dua
- Surah Kahf: Verses 1-10

As pupils are already in the habit of reciting the above, we **highly recommend** parents support children in being consistent with this.

If you do not understand something or you need clarity please contact school.

### Quranic Studies

Your child will be given a time slot in which the Quranic Studies teacher will listen to their sabaq. The time slot will be communicated to you by text. 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 will email a Muhasibah Nafs chart, a recommended simple routine which pupils should follow daily. Pupils have also been encouraged to spend some time reciting the Quran daily. We encourage parents to do the same.

## 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.

If you would like printed copies of any of the documents, please contact the school.

## 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.

والسلام



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 arm's 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>