

3 April 2020

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## Oakwood High School: Weekly Briefing 2

Dear Parent / Carer

We hope that you are all coping in the present crisis. Things are difficult but this too will pass. Today is the day we should have all been breaking up for the Easter holiday. It will all feel very different this year.

### Access to school

The school is now formally closed. We will continue to offer a limited opening for vulnerable pupils and the children of key workers over the nominal Easter break. This is exceptional provision and staff have offered to facilitate this to ensure that we continue to make our contribution, at this difficult time. That said; it is important for us to remind everyone that we all have a responsibility to follow the government's directions and, as we asked last week, we should have as few pupils and staff in the building as possible. Can we ask that you only send your child to the school if there are no other options for their care? We want to ensure that all pupils and all staff stay safe, healthy and protected; we can only do that if as many of us as possible self-isolate.

There are many useful links for you to follow. Please use this key link.

<https://www.gov.uk/coronavirus>

### Home Learning

We would like to thank parents and carers for the support you are giving with home learning. We appreciate this will present a challenge and would like to remind you that support is available via email, through class teachers and tutors. It's worth remembering teachers spend many years training and developing their craft, so please don't be too hard on yourself if you cannot help your child directly. As you know, over the last few weeks, we have worked to ensure that all of our pupils were able to work from home. Our pupils have been set work on a daily basis by their teachers. We understand that some pupils have found it hard to keep on top of the work. We do not want to put any child under undue stress at this time, so we advise that pupils are guided through their learning and that teachers are contacted if there are any issues.

The use of the internet, during these unusual times, has in many ways been a great help and comfort. It has helped us all stay connected with work, school and most importantly friends and family. However, there are also risks associated with internet use and it is important you know where you can go to get support to help keep your child safe online?

There is a lot of support available to keep your child safe online. Below are some useful links to help you:

- [Rotherham Power](#) ( advice from Rotherham Safeguarding Board on how to keep children safe online)
- [Thinkyouknow](#) (advice from the National Crime Agency to stay safe online)
- [Internet matters](#) (support for parents and carers to keep their children safe online)
- [Parent info](#) (support for parents and carers to keep their children safe online)
- [LGfL](#) (support for parents and carers to keep their children safe online)

**A member of the Inspire Trust**



- [Net-aware](#) (support for parents and carers from the NSPCC)

The pupil iPads or Chromebooks: we ask that parents and carers check that device regularly and ensure that your son / daughter knows how to connect to Google Drive, Google Classroom, can access school emails and that they are using the device safely. If there is a problem with any device you should contact our IT helpdesk. It is important to remember that all the work sent can be accessed from any device; be that home computer, laptop or smartphone; and pupils should find an alternative method for accessing work if their school device fails. Pupils can access their work via the school's website (oakwood.ac). Should a pupil break or have malfunction on their device the procedure is:

1. Pupils can continue to access all Oakwood learning systems without their device by logging on to [classroom.google.com](https://classroom.google.com) with their [@oakwood.ac](mailto:@oakwood.ac) email address and usual password.
2. If the pupil breaks their device and wants it fixed they will need to hold on to their device until we are allowed to reopen.
3. If a pupil wants support in using Google Classroom or department specific systems they should email their PLT who can support them in the use of this.
4. If a pupil locks their account or forgets their password you should ring the school reception (8am-4pm). We will log a helpdesk call and our IT team will look into this and we will respond when we know the best way forward.

### **Home Learning and the Easter break**

In support of all our pupils we have asked that teachers do not send any further work home over the Easter period. This will give all of our children a chance to catch up and to rest up – if necessary. We do want to see our children are engaged in something positive at this time, so we have set them all a series of challenges. These are just for fun - we won't be checking up on anyone! Pupils can have a look at as many or as few as they feel they can have a go at. Maybe parents and carers will want have a go at some too – enjoy!

### **Summer Exams**

As you all know, the GCSE exams this summer have been cancelled. We have yet to receive guidance which we can share about how exams grades will be awarded. We will stay in touch.

### **Free School Meals**

From Wednesday 25 March we have been sending out vouchers to our children and families eligible for free school meals. These vouchers are emailed out every Monday (including over the Easter break) and the voucher can be redeemed at any Tesco store. If you haven't already done so please email us on [accounts@inspiretrust.uk](mailto:accounts@inspiretrust.uk) ; all we need from you is for you to confirm the names of your child(ren) eligible and share with us a contact email address. Once you've done that we will send out the vouchers every Monday; until we return to school. We do not need and will not ask for bank details; be wary of scams. We will continue to send out vouchers over Easter (as a gesture of support). After Easter it may be that the government's free school meal scheme will 'kick in'. We'll make sure that you are informed and supported if there are to be any changes.

We have, this week, contacted all free school meals families with girls, offering the provision of emergency sanitary products. Those pupils can just turn up at the school reception during the day and the office staff will discreetly provide accordingly.

### **Safeguarding and Welfare**

Your child will have received an email today with tips to support their physical and mental wellbeing and help them look after themselves.

Here are some links to websites that will support you in supporting them with staying mentally healthy.

[Government Guidance - mental health](#)

[Anna Freud - useful links for parents and children](#)

[Place2Be - helpful guidance around questions children may ask](#)

[Rotherham specific help and guidance](#)

Can we remind you that we have also put in place procedures for pupils and parents to contact us if they have any concerns about their own or someone else's well-being or welfare? An email was sent to every pupil with the names and contact details of the Child Protection team. However, contact via email can also be made through your child's Personal Learning Tutor or a trusted adult in school. However, if your child experiences a mental health crisis and they need urgent care, you can seek professional support in the following ways:

- If a health professional has already given you a crisis number to call in this situation, call this number.
- If your child is already under the care of CAMHS or another mental health team and they have a crisis plan that states who to contact when they need urgent care, follow this plan.
- If your child needs urgent care but it is not life threatening, you can call 111 for advice.
- If there is a medical emergency, for example if your child is injured or you are worried that they or someone else is at immediate risk of harm, call 999.

We will continue to update you as and when the situation changes, be that nationally or locally. For now please heed the government's directions; stay safe, stay healthy and stay connected.

As always, should you have any questions about the situation and Oakwood's response to any change in circumstances, please make direct contact with Mr Eccles [c.eccles@oakwood.ac](mailto:c.eccles@oakwood.ac) or Mr Naisbitt [d.naisbitt@oakwood.ac](mailto:d.naisbitt@oakwood.ac)

Thank you for your continued support and understanding during these uncertain times

Yours faithfully



**Chris Eccles**  
**Deputy Headteacher**



**David Naisbitt**  
**Headteacher**

# Oakwood High School Closure – protocols Pupils / Parents

(suspended Monday 6 – Friday 17 April)



During a period of closure Oakwood High School will continue to set work for all pupils. We would expect that work to be completed, in line with teacher instructions.

We set out some important notes for pupils and parents to consider:

## Protocols for working

### Teachers will be setting work

Pupils will be expected to follow their usual timetables; however we are not expecting pupils to be sitting behind a computer or device for the whole day.

Teachers will set work by the usual starting time for a lesson. It might be that a number of lessons are set for the start of a day or for a sequence of lessons.

Teachers have been asked that the work set should clearly state:

- the expected duration of the lesson and any associated tasks;
- the specific location of any supporting resources or a specific link or class code for e-learning;
- the deadline for submission of that task and how to submit the work;
- the times when you will be contactable (via email) to discuss the work and address any concerns, and;
- the expected timescales for feedback.

### Our expectations

It is important that you know that all staff understand that closure of the building does not prevent learning continuing. All pupils and parents must understand that we will do all that we can to minimise the impact closure may have on pupils and, equally pupils will have an obligation to complete the work set by their teachers.

The main method of communication will be email. Emails, Google Classroom and Google Docs should be checked at the start of each 'normal' school day.

Teachers will endeavour to answer pupil / parental emails in a timely manner. Teachers will expect work to be returned by the set time and that work will be checked. Pupils will receive feedback and pupils are expected to complete any set 'closing the gap' activities. Any missing work will be followed up by the teacher. Answering pupil to staff emails will be our priority.

Emails to staff should be polite and professional.

### And finally

Any information about the school, closure, teaching and learning will be communicated through Oakwood email and the school's website. Do not trust or rely on other sources (for example, Facebook or Snapchat rumours) for information.

# Oakwood High School

## Copy of Pupil Safeguarding Email



## Safeguarding Information to Pupils

Hello,

Even though you are not in school I wanted to remind you of the support available to you should you find yourself feeling unsafe and at risk.

You are welcome to email the safeguarding team on [childprotection@oakwood.ac](mailto:childprotection@oakwood.ac) where a member of the team will respond to you via email, offering support and advice as appropriate between 8am - 4pm.

Key staff are as follows:

Mr Eccles	Miss Mallinson
Mrs Ronan	Ms Grice
Mr Jones	Mr Willey
Mr Naisbitt	Ms Mitchell

If you require a more urgent response due to the risk / threat posed to you please contact either 999 for the police or 01709 336080 for social care. Both of these services are available 24 / 7.

Childline also has a website and number you can call <https://www.childline.org.uk/> - 08001111

If you have concerns around your emotional wellbeing, thoughts of self-harm or suicide, please talk to an adult at home. Below are some services who may also be able to support -

<http://www.mymindmatters.org.uk/>

<https://youngminds.org.uk/>

<https://camhs.rdash.nhs.uk/young-people/> - 01709 304808

Please seek support should you require it,  
Thank you

## **Guidance for Key Workers and parents of identified vulnerable pupil groups**

Oakwood High School will be open Monday to Friday 8.00am and 4.00pm during the current Coronavirus crisis to support identified Key Workers and children who are in an identified vulnerable group (EHCP pupils and those families working with Social Care). This will include the recognised Easter holiday with the exception of Good Friday and Easter Monday.

The school will be open between 8.00am and 4.00pm, there will be no meal facilities, so parents must provide a packed lunch.

During the day, children will be supervised to complete work that will be remotely set by their class teachers. They will not be required to wear school uniform.

**Key (or Critical) Worker Groups can be found at:**

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

If you feel you qualify and would like to access this provision please complete the following survey...

**[tinyurl.com/OakwoodEssentialWorkers](https://tinyurl.com/OakwoodEssentialWorkers)**

## Remote Learning for Oakwood High School

### Links to OHS IT Systems:

#### Email

[mail.google.com](mailto:mail.google.com)

#### Google Drive

[drive.google.com](https://drive.google.com)

#### Learning Resources

[classroom.google.com](https://classroom.google.com)

#### Hangouts Meet

[meet.google.com](https://meet.google.com)

Hangouts Meet is for video calling, this can be used by teachers and pupils.

For more information: [support.google.com/a/users/answer/9300131](https://support.google.com/a/users/answer/9300131)

#### Jamboard

[jamboard.google.com](https://jamboard.google.com)

### School Communication

#### School Website

[www.oakwood.ac](http://www.oakwood.ac)

#### Twitter

[twitter.com/OakwoodHSchool](https://twitter.com/OakwoodHSchool)