

5th January 2021

Northfield Lane, Horbury, Wakefield,
West Yorkshire,
WF4 5DW

01924 263224

Email: admin@horburyprimary.accordmat.org
Website: www.horburyprimary.accordmat.org

Executive Principal: Miss JK Tomlinson

Dear Parents/Carers,

Further to our communication last night we would like to provide you with the following information and we thank you for your continued support and patience whilst we put these plans together.

Remote Learning Arrangements

- **Nursery** children will continue to attend school as per the government guidance although phonics activities, maths games and some suggestions of appropriate websites and TV programmes will be posted on Seesaw should you choose for your child to remain at home or access these resources at other times.
- **Reception, Year 1 and Year 2** will use Seesaw to set work and to record short videos of live teaching and activities linked to this.
- **Years 3, 4, 5 and 6 – Microsoft Teams** will be used to deliver daily live lessons and associated activities with the opportunity to return work and receive feedback. A weekly timetable will guide children through the learning. Live lessons will be recorded and children can access them at any point in that week.

We are working to finalise all arrangements for remote learning as soon as possible so if I can ask you to continue to bear with us while we get all of the above fully up and running.

Remote Learning Technical Support

If your child experiences any difficulties in accessing the internet and/or an appropriate electronic device in order to access the remote provision, we will endeavour to support you at our earliest convenience where capacity allows by way of a loan of a device.

Useful remote learning information and user guides are available on the academy website at:

<https://horburyprimary.accordmat.org/covid-19-update/>

Links can be found on these pages for access to Microsoft Office 365 and Anti-Virus software. Both are free of charge for pupil academy accounts and can be accessed using the links provided.

You may also contact the academy for technical/IT support if required using techsupport@accordmat.org.

You may also contact the class teacher via Seesaw or Teams and we will endeavour to find a solution. There are guides for the use of Teams on the academy's website.

Emergency Care and Vulnerable pupils

Emergency Care and Vulnerable pupils are able to attend school at this time. However, Government advice is clear that if children can stay at home then they should do so. The overriding principle is that schools remain open only for those children who absolutely need to attend. We must **try to** keep numbers of children and staff in school to an absolute minimum. This virus spreads where there are gatherings of people and the more children and staff we have in school the greater the risk. A further letter and declaration form has been issued today to all parents/carers who requested an Emergency Care provision place through the electronic form issued yesterday evening.

Key Worker & Vulnerable Children with a confirmed place in our Emergency Care provision on site will be supported to access the same remote learning delivered by their teachers, and facilitated by the staff in school.

Arrival and Exit for Emergency Care and Vulnerable Children

Year group	Arrival time	Exit time	Entrance
Nursery	8.30am 12.20pm	11.30am 3.20pm	Gate E Nursery entrance
Reception	8.50am	3.20pm	Gate A Link corridor
Year 1	8.50am	3.20pm	Gate C Year 3 door
Year 2	8.45am	3.15pm	Gate A Link corridor
Year 3	8.45am	3.15pm	Gate B Year 3 door
Year 4	8.45am	3.15pm	Gate C Year 4 door
Year 5	8.50am	3.20pm	Gate D Main entrance
Year 6	8.45am	3.15pm	Gate D Year 6 door

Free School Meals – Food Parcels

During the first few weeks of term where pupils are accessing remote learning from home, the school would like to offer food parcels to those families who would usually qualify for a Free School Meal. If you would like to receive a food parcel, please contact enquiries@accordmat.org and we will make arrangements to deliver a parcel to you.

Notification of positive Covid-19 cases / illness

Please inform the school, even if your child is staying at home if they contract Covid-19. We have to notify Public Health England of all cases.

Communication with the Academy

We will continue to offer a number of ways to communicate with you as parents/carers during this current closure. Please contact the academy by any of the following ways:

- **Verbal** – telephone calls to the academy on 01924 263224.
- **Email** – email enquiries to admin@horburyprimary.accordmat.org will be acknowledged and forwarded to the appropriate person. A response should be expected within 3 days.
- **Written** – copies of whole-academy or year group letters are sent via our online communication system. Enquiries into the academy by letter will be responded to within 5 working days.
- **Website** – the academy website, at <https://horburyprimary.accordmat.org/>.
- **Seesaw** – used by class teachers to share class specific activities.

Wraparound Care

The academy will continue to honour the bookings made for wraparound care this week, however we will need to review our staffing levels to ascertain whether we can continue to offer this on an ongoing basis. We will contact parents/carers before the end of the week to advise of our decision.

Once again, thank you for your patience and understanding in this difficult time for us all.

Yours sincerely,



Miss JK Tomlinson

Executive Principal