

Alternative Provision Service
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1st September 2020

Dear Parent/Carer

I would like to welcome everybody back following what has been an extremely long break for some. I am pleased to tell you that in line with government advice, all of our provisions are open, and pupils are expected to be in school full time. Staff have worked hard to ensure that robust protective measures are in place to ensure the safety of your children and our staff. If you have any concerns, please do call and talk to a member of staff.

Please do not send your child in if they, or anyone else at home, have any symptoms of Covid-19. In the interests of safety, we will contact you to collect your child immediately if they display symptoms in school <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

To ensure that our pupils and staff are as safe as possible during the time of Covid-19 please note the important information below

Getting to school

Please encourage your child to walk or cycle to school where possible and sensible.

If you must use the car then please ensure that you drive safely and practice social distancing when on site.

If your child travels to school on public transport they will need to wear a face covering which must be disposed of, or stored, safely when they arrive at school. If they use a reusable mask, they will need a plastic bag to store it in. If you have any concerns about your child wearing a face mask or have difficulties purchasing face masks, please contact us.

Attendance

It is vital that pupils attend school on time each day. This will help us follow our routines and help to keep everyone safe. If your child is too ill to attend, please phone before 9.30am to let us know. If your child is persistently late or has a poor attendance pattern, we will ask to meet with you to discuss this further. We will do all we can to remove any barriers to good attendance and progress.

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The Department
rules on school



for Education have told us that the usual
attendance will apply,

PACE

Ofsted
Good
Provider

including

- It is a parents' duty to ensure their child attends school regularly
- It is schools' responsibility to record attendance and follow up absence
- Schools can issue sanctions, including fixed penalty notices in line with the Local Authority Code of Conduct

Track and Trace

As a school we will be working with the government by complying with the Track and Trace strategy <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>

Up to date details

It is vitally important that we have the correct contact details for you - please ensure that you inform us of any changes to numbers, email addresses and addresses as soon as possible.

Finally, I would like to congratulate all of our previous year 11 students and thank them for working alongside our staff during their time in Alternative Provision. Through meticulous tracking and assessment, staff were able to ensure that our pupils received the GCSE grades they were expecting. The young people in our care arrive for a variety of reasons, but I would like to think they all leave having made some positive life changes. I would like to wish them all good luck with their future.

If you require any further support, please contact the school office or relevant Teacher in Charge.

Andrew Hastings
Acting Alternative Education Manager andrewhastings@sthelens.gov.uk

Tuition Service Reception 01744 677522
Rob Vaughan Teacher in Charge robertvaughan@sthelens.gov.uk

KS4 PRU Reception 01744 673351
Tracey Harvey Teacher in Charge traceyharvey@sthelens.gov.uk

KS3PRU Reception 01744 677175
Andrew Ford Acting Teacher in Charge Andrew.ford@sthelens.org.uk

PACE KS1&2 PRU Reception 01744 677175
Teacher in Charge Stuart Toole stuarttoole@sthelens.gov.uk

Kind Regards
Rachel Guyer
Acting Head of Alternative Provision Service

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