



# THE DEAN TRUST Park View Academy

Chief Executive: Mr Tarun Kapur CBE  
Academies Director: Mr Barry Bridden MEd MSc  
Executive Headteacher: Mr Damian Kenny

**Friday 29<sup>th</sup> January 2021**

Dear Parents and Carers,

We understand and appreciate that during this time children working at home is not ideal, or in many cases easy. We would much prefer that all children were in school and back to their normal routine and learning. Unfortunately, this will not be the case until the 8<sup>th</sup> March 2021 at the earliest. Until then we will continue with our remote learning offer. Our remote learning offer has been purposely designed to meet the needs of our children and our parents allowing live interaction, specialist teacher input but with the flexibility for work to be accessed when and where possible. We understand the pressures and other responsibilities parents have outside of home schooling.

That said, we continue to have a duty of care to ensure all children are provided with the appropriate amount of high-quality education each day as well as maintaining our high levels of safeguarding despite the current challenges. With this in mind, we have detailed below our expectations and processes specifically around children's attendance and engagement each week. By following these processes, we can be assured that all children are safe, happy and engaging in learning while at home.

## **What we expect from your child: attendance and engagement**

It is important that your child engages with home learning. Each class has been given a daily timetable that they should follow, where possible. We understand there are a vast amount of contextual reasons why pupils cannot always stick to the timetable. This is acceptable.

We have a statutory safeguarding responsibility to all pupils who are learning from home. This means we must check and record attendance and the welfare of all pupils. To do this effectively, we politely request to see your child regularly as well as speak with parents on the phone.

We have introduced the following processes for expectations for attendance and engagement

### **Attendance:**

- All pupils should be encouraged to attend the 9.00am briefing each morning. Where this is not possible, they should attend a minimum of twice a week (beginning and end of the week)
- If your child does not attend on either Monday or Tuesday, you will receive a message via Class Dojo from the class teacher
- If your child then attends on either Wednesday or Thursday, no further correspondence will be needed
- If your child has not attended on Wednesday, you will receive a second Class Dojo message from the class teacher
- If we still have not seen your child by Friday morning, this concern will be passed to senior leadership team for further consideration and a potential welfare visit
- After a full week of not seeing a child, or having communication from a parent, we would start our 'missing from education' procedures and involve external agencies

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***If you are having issues with attendance due to personal circumstances, please discuss this with your class teacher where we can put alternative safeguarding and attendance checks in place.***

**Engagement:**

- Ideally, children should complete all work set by the class teacher. However, as a minimum, all reading, writing and maths tasks should be completed and returned
- Engagement will be tracked and monitored by the class teacher and teaching assistant daily
- A similar process to the attendance protocols will be applied if children are not engaging in the work set.

**Again, if you are having issues with engagement for whatever reason, please let us know as soon as possible so we can consider alternative ways of support.**

**What you can do to help**

Younger children, in particular, may need support in accessing online materials and staying focused with their remote learning. We ask that you help them as much as you can.

At the same time, we do not expect parents to sit beside their child all day in replacement of a teacher. Staff are trying to plan as many activities that are fun and engaging, yet limiting the amount of input required from parents. We have even altered the way our Google Classrooms look for ease of navigation for the children. We would however, encourage all parents to take an active role in your child's learning by asking them about their day and what they have learned.

Our top tips:

- Encourage your child to be ready and dressed for the start of the school day, and to keep to their timetable where they can, but to stick to a routine regardless
- Distinguish between weekdays and weekends, and make it clear when the school day is over, to separate home and school life
- Plan breaks and exercise (use our live lessons with Miss Jones) into the day to help keep your child active

As always, we want the very best for the children as do you. Please keep the lines of communication open via Class Dojo, welfare calls and the school office. By continuing to work together we can ensure that as many people stay at home as possible, whilst still providing exciting opportunities for children to thrive and progress.

Thank you for your continued support.

Yours Faithfully,

Mr. Morland

**Deputy Headteacher**



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