

Trefonen School COVID-19 / Emergency Response Update 17/03/20 7.30pm

Dear parents/carers,

End of Day Collection

I would like to express my utmost thanks to parents and carers for your support and cooperation with our revised end of day collection. You were brilliant. That is the quickest that we have ever closed the school!

We aim to be out tomorrow by 3.10. Please can we ask you to move from the car park as quickly as it is safe to do so. That will allow us to see quickly, which parents/carers have not yet been matched with their children.

Thank-you for helping to keep all of our children safe.

Pupil Home Learning Packs

Staff are now finalising the **Pupil Home Learning Packs**. At the moment, our intention is to send the packs home with your child on Friday. If you are collecting a pack for another child/family, please let us know via your child / class note where possible or otherwise through email.

Home-School Communication

The School Leadership Team has been working today to establish a **One Stop Parent Page** on the school website. So far, this includes school information updates, letters for parents regarding 'home learning', as well as our school's Emergency Response Strategy. We will be adding a direct communication link to this page for parents to contact the school. We will also be adding direct links to the individual Class Portals, which you will need to access during any extended school closure.

We would like to ask you to view this page and read its contents at the following link:

<http://www.trefonenschool.co.uk/staff-governors/>

Please save this link so that you can access the page quickly for future updates. If you are unable to open this page via the link, please open the Trefonen School website and click on the word **Parent** in the top tab. This should take you to the correct page. The aim is that this page will be your one-stop information link during our Emergency Response / School Closure period.

After this week, our plan is that we will no longer send you alerts/links to information via parent-mail or the FOTS network. All information will be provided on the **One Stop Parent Page**. You will need to check this page regularly for new information. As information is changing quickly, I would suggest at least at the beginning and end of day, to ensure that you have received the latest information.

From the end of day on **Thursday 19/03/20**, parents /carers will need to use the following new email address for all communications to the school: parentcontact@trefonen.shropshire.sch.uk (please save this email address on your preferred communication device). This will help us to quickly separate parent contact from the high volume of other information flowing into the school at this time. Parents are asked not to use the admin email address from this point. Parents are asked only

to use the telephone from this point if they are unable to access the internet or in an emergency situation.

We will continue to keep you as informed as we can.

Huge thanks from all of the staff for your positive messages.

Children

Our Trefonen children have been utterly amazing in the way that they have stepped up and responded to this situation. What an utterly incredible group of children we have. Thank-you to all of our parents and carers for raising such socially responsible, sensitive, kind and caring children. Please remind your children how amazing they are. We are all so proud!

From Cathy and all of Trefonen School Staff

Cathy Dunleavy
Headteacher

PS. I have just been informed that the new One Stop Parent Page is not visible on some devices. Please check yours. We will work to resolve this tomorrow. If you are unable to see the links on your personal device, and have access to a laptop or computer please access the information in this way. We will continue to test and improve our new protocols over the next few days. Please bear with us. We are doing our best, as quickly as we can.