

Rationale

- The health and well-being of all staff and students is paramount within this plan. All Government guidance is to be followed at all times.
- This document is to be implemented in the event of a long term closure to the school and where an alternative educational venue is unavailable.
- The aim is to provide a tailored and responsive learning experience for all students. Staff will be asked to use existing systems (SMHW) to set work for their respective classes, respond to questions and provide feedback as appropriate.
- Some staff may lead work through Google Classroom for interactive teaching, however, all work will be set out via SMHW.
- Where long term closure becomes unavoidable, the minimum expectation is that work will be provided to students according to their timetables.
- Staff are undertaking all work possible to provide an education to students, maintaining in some instances in school provision under difficult circumstances.
- Please remember that many of our staff are parents too and are also having to deal with difficult circumstances and look after their own families health.

Closure Plan Expectations

Expectations of students

- Complete all work set by teachers as per the normal school timetable.
- Use Show My Homework or Google Classroom to submit work as requested by individual teachers.
- Complete all tasks to the best of your ability and in as much detail as possible.
- Ask questions of your teacher if you have not understood a task.
- Make sure you are completing work following your normal timetable on the day it is set.
- Attend school only if your parents are key workers or you have been invited to attend. All other students are to work from home until further notice.
- If attending school, to follow instructions of staff and behave in line with the normal behaviour expectations, being ready to undertake work as directed.

Expectations of parents

- Provide a calm, quiet working environment for your child to complete work at home.
- Ensure that your child has access to any materials, pens, pencils, calculator, paper, internet access to allow them to complete any work set.
- Ensure your child is completing all tasks set following their timetable and submitting them via Show My Homework or Google Classroom on the day.
- Please email lynn.andric@verulam.herts.sch.uk if your child is unable to access any online resources or loginquiries@verulamschool.co.uk for any Google issues.
- For any queries or questions please email admin@verulam.herts.sch.uk and it will be directed to the relevant member of staff. Please note a response may be delayed if the relevant member of staff or a family member is unwell due to the coronavirus.
- To only send your child to school if you meet any of the following:
 - you are a key worker,
 - your child has an EHCP or a Social Worker
 - your child has been invited to attend directly by school leadership.
- If your child is attending school:
 - ensure that they follow normal school behaviour expectations.
 - ensure that you inform school if your child is not going to attend using normal absence reporting procedures.