

Clod Lane, Haslingden, Lancashire BB4 6LR  
Tel: 01706 214640  
Email: office@theviewtrust.org  
Website: www.torview.org

Trust CEO and Executive Principal: Ms A Y Holdsworth  
Headteacher: Mrs L Parrish



22<sup>nd</sup> May 2020

Dear Parents & Carers,

### COVID 19- Planning for the possible gradual re-opening of Tor View School

Further to my letter earlier this week, we have now completed the consultation with yourselves. If you have not responded to the survey, but later decide to keep your child at home, then please contact the school office to keep us updated.

Below, are two important letters from Angela Holdsworth, CEO of The Sea View Trust. Please take a moment to read these before continuing with the rest of my letter.

Week commencing Monday 1<sup>st</sup> June 2020 we will be open for children of Key Workers and those vulnerable children who have already been identified.

***School will be closed to everyone on Friday 5<sup>th</sup> June 2020, including children of Key Workers and vulnerable children, to enable us to complete essential school training, to promote the safety of our whole school community. Staff need time to be trained and confident in the new ways of working.***

We are currently finalising our gradual re-opening plan, and will be in a position to share more details from Monday 1<sup>st</sup> June 2020. Whilst we are working hard to accommodate all children whose Parents/Carers wish for them to return, this will not be on a full time basis, except for the children of Key Workers where their shift pattern dictates.

Children who have a Conduct Support Plan, including all children in the ISC, will have their individual risk assessment updated to reflect the COVID-19 risk. Parents/Carers of children in the ISC will be contacted separately to arrange an individual risk assessment meeting.

May I take this opportunity to thank you for your ongoing support and patience. It is not an easy fix, and we need to make sure that our solution is right for our school.

Kindest regards and keep safe

Mrs Louise Parrish- Headteacher

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# The Sea View Trust

Ewood campus, Clod Lane, Haslingden, BB4 6LR  
Tel: 01706 214640

Chair of the Trust: Mr D Wallbank  
Chief Executive Officer: Ms A Y Holdsworth  
Company Secretary: Mrs N Wilkinson



To: Parents and Carers (special school setting)

22<sup>nd</sup> May 2020

Dear Parents and Carers,

## CORONAVIRUS (COVID-19) - CHANGE TO POTENTIAL WIDER OPENING DATE (SPECIAL SCHOOLS)

I am aware that our school and college staff have been in contact with you over recent days and I wanted to add my thanks, once again, for your patience, support and confidence as we work out how we can move forward with the wider opening of our Trust schools.

In the letter dated 19<sup>th</sup> May 2020 we explained that the *potential* date for the wider opening of our special schools might be 1<sup>st</sup> June 2020. I very much appreciate that many of our families are keen for their child to return however, because the situation regarding coronavirus is subject to change at any time, unfortunately this date has always been subject to change. Since my last letter I have received helpful feedback from our staff, together with guidance from Union representatives, about how we can ensure our settings are as safe as possible. With this in mind, I am afraid that the potential date has now moved to 8<sup>th</sup> June 2020 *at the earliest*.

I do understand that some of you will be disappointed with the change. However, this is potentially a very anxious time for staff, families and their children as they learn to work, play and interact in a different way. The slight delay in our potential opening date will enable the schools and college to implement any recommendations as recently suggested by staff. It will also enable staff to receive a suite of training around updated policies, practices and procedures, thereby enabling them to support your children as safely as they possibly can.

*Please note: Training will take place on Friday 5<sup>th</sup> June, all day, and therefore there will be a **full** school closure on this day (including vulnerable children and those of Key Workers).*

Whilst we are all hopeful that we can welcome back more children and young adults in early June, this will be dependent on continued progress towards the 5 measures as set out by the Government. We will endeavour to keep you updated with our plans and the schools and college will be in contact with you directly regarding arrangements for your child. Until then, please take care and thank you once again for your understanding.

Kind regards,

**Angela Holdsworth**

CEO The Sea View Trust

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Ewood campus, Clod Lane, Haslingden, BB4 6LR  
Tel: 01706 214640

Chair of the Trust: Mr D Wallbank  
Chief Executive Officer: Ms A Y Holdsworth  
Company Secretary: Mrs N Wilkinson



To: Parents and Carers (special school setting)

Dear Parents and Carers,

### **RE: CORONAVIRUS (COVID-19), POSSIBLE REOPENING OF THE SEA VIEW TRUST SCHOOLS**

Firstly, I would like to thank you for your continued patience whilst we waited for further information from the Government about the reopening of schools. More guidance has now been published and our Trust approach to this is summarised below.

#### **Date for potential extension of opening arrangements**

Special schools have been asked to extend their opening to more pupils, focusing on key transitions and children who are risk assessed to be more vulnerable.

The focus of special schools across the Trust will be to support our children with special educational needs to:

1. Re-establish routines
2. Provide structure
3. Re-establish general behavioral expectations
4. Support 'behaviour for learning'

In the first instance the Trust will be prioritising the safe return of small groups of additional pupils with the ambition to make a part-time offer to as many pupils as safely possible.

#### **Precautionary measures**

Providing it is safe for us to start the extended phased opening, our Headteachers are creating detailed plans to make sure that we can, as safely as possible, welcome back some of our pupils.

Each Trust school will be collating a detailed plan to address their own unique building and staffing situations. These criteria will determine 'what is our safe capacity for each Trust school?' In addition, as a minimum, the precautions we will be taking include:

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- All school staff will be provided with appropriate training, guidance and support prior to the pupils returning
- Limiting class sizes, typically to less than 50% of normal occupancy
- Increasing the number of entry and exit points to the building
- Staggering break times, and pick-up and drop-off times
- Supporting pupils in 'bubbles' / 'pods', with identified staff, classroom and hygiene spaces
- Providing dedicated resource packs for each child
- Increasing the cleaning routines
- Providing a specific 'safe' area, enabling anyone developing coronavirus symptoms in school to be isolated
- Ensuring that pupils and staff with coronavirus symptoms do not attend school

### Expectations regarding safety when in school

As we seek to reopen our Trust schools the ongoing safety of all (our pupils, our staff and the families) will remain of paramount concern and therefore I would like to draw your attention to the following key points:

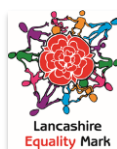
- You must ensure that should your child, or anyone else in the household, display symptoms of coronavirus then they **DO NOT** attend school:
  - The school must be advised immediately so that they can take appropriate measures
  - The current government guidance regarding self-isolation must then be followed in your home setting
- When attending school, our children and their families **must** adhere to the school's individual policies and arrangements that have been put in place. This is particularly essential at pick-up and drop-off times as the measures will be designed to ensure that all members of the school community are protected
- It is particularly important that parents and carers reinforce each school's new 'coronavirus rules'; these will be shared with you prior to any return
- Families are reminded that social distancing guidance outside of school must also be followed; this is to protect our children, our school staff and the whole community

### Teaching groups

At the current time, we anticipate that pupils will be able to attend for 2 full days per week, *maximum*, in the first instance. To ensure that the social distancing guidelines can be applied we will need to ensure that the pupil numbers, at any one time, are manageable and are within the safe capacity for each school.

### Children who may not be able to attend on medical grounds

If your child is ***clinically extremely vulnerable***, or living with someone who is in this group, they should not come back to school and should continue with their home learning. If your child is



clinically vulnerable (but not clinically extremely vulnerable), you should follow medical advice to decide if they should come back to school. Please refer to government guidance for further details of these groups.

### **Children who are currently accessing school**

Notwithstanding other plans that are being made to reopen our schools, children of key workers will continue with their current arrangements.

All staff teams are very much looking forward to welcoming your child back into school as soon as it is safe to do so. In the meantime, and as soon as possible, I would ask you to please confirm your intentions directly with your school; this will support greatly with planning a safer setting for all.

Kind regards,

**Angela Holdsworth**

CEO The Sea View Trust

**Dave Wallbank**

Chair of Trustees (Interim)

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