



19<sup>th</sup> March 2020

Dear Parent/Carer

You will be aware the government has instructed us to close our schools to pupils after tomorrow. We must comply with this instruction, albeit with a heavy heart. We feel great sadness for our pupils and students who have worked so hard this year, particularly those who have been preparing for public examinations. We will do everything we can to help them, both practically and emotionally in the remaining day or so.

We are still waiting for details from the Department for Education about some important matters. They will tell us tomorrow about the arrangements for assessing pupils who were due to sit GCSEs, A' levels or other qualifications this summer. We will share our plans and any relevant guidance as soon as we can and will do all we can to ensure pupils are not disadvantaged by these events.

You will also be aware that schools will remain open to some children. You may continue to send your child to school if you are a key worker and the government will issue further guidance about this category today. We already know it will include parents working in the NHS, schools, food delivery and other essential services but are still waiting for the definitive list. We will circulate the list of qualifying professions as soon as we receive it.

We also know we will be asked to provide free school meals where we can. I have made the decision we will extend this offer to any family experiencing financial hardship, so please let us know if you will need a meal for your child in the coming weeks. If your circumstances change, please get in touch with us as soon as possible. We will share how to claim the meal after the government issues further guidance.

Pupils with special educational needs will also be able to attend school next week. Again, please let us know if you will need a place.

Please complete the relevant forms, if you think you will need a place for your child next week and are eligible. You can complete the forms in the following ways:

- via survey monkey by clicking on the links below
- Download the word version from the website and e-mail a copy,
- Download the word version from the website and post a copy in reception,



08452 415175



SHARE Multi-Academy Trust,  
c/o Shelley College, Huddersfield Road,  
Shelley, Huddersfield, HD8 8NL



[info@sharemat.org](mailto:info@sharemat.org)



[www.sharemat.org](http://www.sharemat.org)



- telephone us and we will fill the form in for you.

To allow us to plan for the forthcoming weeks, please ensure completed forms are submitted no later than 12 noon Friday 20<sup>th</sup> March 2020.

#### Form A

Parents who are key workers and wish their child(ren) to remain in school from Monday, 23<sup>rd</sup> March

<https://www.surveymonkey.co.uk/r/V68QDPX>

#### Form B

Parents who wish their child(ren) with special needs to remain in school from Monday, 23<sup>rd</sup> March

<https://www.surveymonkey.co.uk/r/V656NGH>

#### Form C

Parents who wish their child(ren) to continue to receive, or take up the offer of, a free school meal from Monday, 23<sup>rd</sup> March

<https://www.surveymonkey.co.uk/r/VZ6ZN5P>

During the time that students are absent from school Parents/Carers are responsible for safeguarding their children. However, we are still available to support families and students. Students have been issued with an email address if they feel they are at risk in any way, or if they feel any other child is at risk, they can email [royds.help@roydshall.org](mailto:royds.help@roydshall.org)

We will keep in touch with you over the coming weeks. Life will return to normal and we will need to plan for this in the next few months. In the meantime, please stay safe. Look after yourselves and your families and do not hesitate to get in touch with your child's school if you need any further help.

Yours sincerely,



John McNally  
CEO, SHARE MAT



Jenny Carr  
Headteacher – Royds Hall School

