



SS Philip and James' Church of England
VA Primary School
With love we flourish

Friday 8th January 2021

Dear parents and carers,

Firstly, I hope you and your family are all keeping well during this challenging time. The teachers and office staff are working through any issues we have been made aware of with remote learning, so thank you for bearing with us over the past few days. As we once again adjust to this period of lockdown, I wanted to remind you how to communicate with the school and staff, if you need to over the coming weeks.

If you have a concern about remote learning provision, in the first instance, it is always best to contact your child's teacher. You can do this through 'messages' on Class Dojo or via the office email, office@philandjim.org.uk with FAO [teacher's name] in the subject bar. If you feel like you would like to discuss anything with Miss Reeder or me, then please do email headpa@philandjim.org.uk noting in the email the best telephone number to contact you on and we will telephone you as soon as possible.

If your child is ill and is not able to attend school or engage with the remote learning, please telephone 01865 311064 or email admissions@ss-philip-and-james.oxon.sch.uk by 9.00am. If your child is currently attending school and they, or a member of your household, is unwell with Covid-19 symptoms, please follow the [guidance](#) on our website.

If you have safeguarding concerns about a child in or out of school during the school day, please contact Sarah Awuye, Miss Reeder or Miss Patterson by telephoning 01865 311064 or by email headpa@philandjim.org.uk. Any out of hours concerns should be referred to the relevant emergency services.

If you would like to discuss special educational needs (SEN) provision, please email Miss Jayde Patterson via office@philandjim.org.uk.

For Breakfast Club (BC) or After School Care (ASC) provision for children currently attending school, please email Mr Sadler on clubs@ss-philip-and-james.oxon.sch.uk

To discuss technical issues relating to Class Dojo, Tapestry or access to Teams during the school day, please email the office team on office@philandjim.org.uk.

Children of critical workers attending school

As of today, we have 112 pupils whose parents have identified themselves as key workers based on the current government guidance. This number has increased over the past few days mostly because higher education institutions are issuing documentation asserting key worker status.

I have a responsibility to keep the children and staff who are attending Phil & Jim during this lockdown as safe as possible. In order to do so, and minimise the risk of infection, transmission and ultimately bubble closure, we must try to limit the number of pupils and staff on site at any one time.

At this time, we must prioritise spaces in school for the following:

- Vulnerable children
- The children of nursery, early years, primary or secondary school staff



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- The children of those working in higher education who must be on campus either to deliver face to face training where this cannot be done virtually (for example to medical students) or to work directly on vaccines and other responses to the pandemic
- The children of front line workers who provide daily key support services

If your occupation does not fall into any of the above categories and you have requested a place for your child in school, please could I ask that you carefully consider if that place is crucial. Please email headpa@philandjim.org.uk to inform us if you no longer require a place in school for your child. Miss Reeder and I will also be available if you would like to talk to us about individual circumstances.

Finally, I would like to share my sincere thanks to you for supporting your child at home; the teachers and teaching assistants couldn't do it without you! We fully appreciate the pressures that come with working from home whilst also home schooling your child, and so will continue to do all we can to support you until all our children are back in school.

Parents evening and snapshot reports

If you have requested a parents evening appointment, you should have received your appointment time for either Tuesday 12th or Thursday 14th January. Your appointment will be sent via the following email: donotreply@ss-philip-and-james.oxon.sch.uk. If you have not have received your invitation to meet with your child's teacher, please contact the school office at office@philandjim.org.uk.

Ahead of Parent Evenings next week, you will receive your child's snapshot report via email. The report contains attainment data from the end of the Autumn term, which your child's teacher will talk to you about during your appointment, along with their progress to date and their next targets. Yesterday, Miss Reeder sent a letter explaining the content of the reports, which we hope you found helpful. For pupils in EYFS, your child's teacher will share with you which age band your child is working within, along with their next targets Please do not hesitate to get in touch with Miss Reeder if you have any questions regarding your child's report.

Frequently asked questions

We have received a number of questions from parents over the last couple of days. As and when we receive questions we feel would be useful to share to all, we will.

Why do I need to register my child by 9.00am?

There are two reasons for this. Firstly, our responsibility for safeguarding pupils continues despite national school closures, and a part of this responsibility is to register the children each day. School must continue to report daily attendance information to the Department for Education (DfE). *It would help us if you could ensure your child registers; if you are unable to register for whatever reason, please send an email to the office team on office@philandjim.org.uk and they will register your child for you. Please be aware the office team must follow up any child who hasn't registered, with a telephone call so it would help them if this could be done.*

Secondly, school must provide remote learning and where possible try to replicate the school day. We know that a small number of you may have specific family circumstances which means your child starting their day at 9.00am may be challenging. If that is the case, please contact your child's teacher to let them know when your child will be joining in the 'school day'.



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I am trying to juggle my job and looking after my child. Is it compulsory for my child to complete work at home?

Yes, learning at this time is not optional and we expect all children to complete and submit the work their teacher sets them. We are human and do know that for some of our parents working and managing care for your child presents challenges. Please let your child's teacher know if you need support with this or contact Miss Reeder or me, using the contact channels mentioned, and we will look at how we can support your child to complete the learning.

I need a device to support remote learning for my child. What can I do?

Please contact me to see if we can help in any way at this time. We have been told by the DfE that they will be contacting primary schools by the end of next week, starting with the most disadvantaged areas, to invite them to order devices, which we will do for all eligible pupils.

Yours sincerely,

Sarah Awuye
Headteacher