

**Principal: Ms K. McGillycuddy BA(Hons) MA FRSA**

Broadoak Academy, Windwhistle Road,

Weston-super-Mare BS23 4NP Tel: 01934 422 000

Email: [enquiries@broadoakacademy.clf.uk](mailto:enquiries@broadoakacademy.clf.uk)

[www.broadoakacademy.clf.uk](http://www.broadoakacademy.clf.uk)



Friday 13 March 2020

Dear Parent/Carer,

As the situation continues to change in relation to COVID-19 we would like to share with you our planning in relation to the updated government advice, and in relation to any future requirements for academy closure.

We can assure you that at the time of writing we still have no reported cases of any pupil or staff member diagnosed with COVID-19 in any of the Cabot Learning Federation academies. We are continuing to follow the advice of the UK Government and Public Health England and will not close unless directed to do so.

As you may be aware from the recent government announcements, those suffering with even mild symptoms akin to those of corona virus (persistent cough, fever) should self-isolate for 7 days. This may mean your child having to miss school; please do contact the Academy on the first day of absence if this is the case for your child. Please do note that the government is **not** requesting whole households to self-isolate if one member of the household has a persistent cough or a fever. At some stage in the future this advice may change and should this be the case we will be sure to update you.

We understand, that you, or your child, may be feeling anxious about the impact of a possible future school closure on your child's learning, particularly if they are due to sit tests or public exams this summer. Plans are in place to continue to support pupils and staff in the event of closure. These include contingencies should we need to close for a short period of time for a deep clean as well as for any longer term directed closures. We are also considering a variety of options involving partial closure – i.e. the school open part time or for some year groups and not others – should we find ourselves in a position where we cannot safely and effectively run the Academy at full capacity because of staff absence in line with government guidance on self-isolation.

Should we need to close for a deep clean, or for any other reason, we will tell parents through our usual communication route advising both when the closure will take place and when children should return to school.

In the event of being directed to close, the academy will be ensuring pupils can access learning via our **Show My Homework** learning platform where work will be uploaded during each day of closure according to a timetable we will provide you with. Should your child not have access to a computer or the internet for any reason during any closure please advise us and we will despatch a package of work in hard copy.



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Registered office: Federation House, Brook Road, Kingswood, Bristol BS15 4JT.

Company registration no: 06207590.

*Maximising students'  
abilities, ambitions  
and academic potential*

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Please direct any and all queries to our email address [parents@broadoakacademy.clf.uk](mailto:parents@broadoakacademy.clf.uk) where we will ensure the most appropriate person deals with your concerns.

**How can you support your child(ren)?:**

You can support your child by ensuring they have a note of passwords to their school email account and to Show My Homework, as well as to Hegarty Maths and Seneca. Where possible, a quiet place to work in the home would be very handy too.

If you have any concerns regarding access to any of the above please contact us via:

[parents@broadoakacademy.clf.uk](mailto:parents@broadoakacademy.clf.uk)

Whilst we are sharing the above, please be assured that there are no current indications that we will be closing. Please continue to ensure that your child attends schools as usual follow the advice on our website should they become unwell.

We may need to contact you prior to, or during any period of school closure. It is vital that we have up to date telephone numbers, addresses and email addresses for each of our students and their families. If you are in any doubt as to whether we have the correct information, please contact the Academy to update us.

In the meantime, links to the school website and the Department of Education helpline are provided below.

Thank you for your continued support of your child and of our school during this unusual time.

*Yours faithfully*

**Mrs K McGillicuddy**  
**Principal**  
**Broadoak Academy**



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