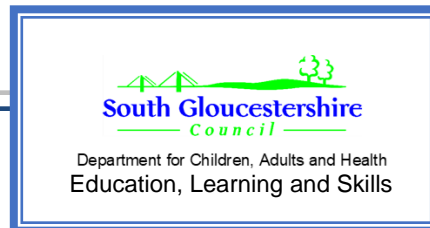
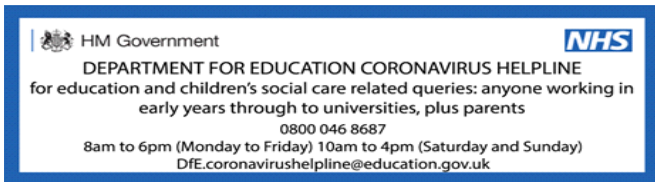


# COVID19 Education Continuity Newsletter



Issue 6: 27<sup>th</sup> March 2020



Public Health England now has updated the guidance on COVID-19 for educational settings [here](#) Keep checking daily.

## Community Aid Directory

The Local Authority have set up a directory of groups able to support and be supported by each other.

**Community Aid directory:** <https://beta.southglos.gov.uk/get-help-and-support-in-your-area/>

There is a webform for groups to submit their details, and more information about the initiative here:

<https://beta.southglos.gov.uk/community-aid-south-glos/>

The direct email address for the team who are adding/can amend group details is [CommunityAid@southglos.gov.uk](mailto:CommunityAid@southglos.gov.uk), but for groups who want to register, the webform in the link above is preferred.

## EHCP Needs Assessments Update

The 0-25 service and Educational Psychology service is working to ensure the statutory processes for children with SEND continue in line with statutory requirements. We will continue to run the weekly statutory panel with requests and assessments already submitted, although we anticipate that the number of requests for new assessments will reduce significantly as a consequence of school closures.

The position on EHC Needs assessments is that those which are already in the pipeline, i.e. new requests already received; advice reports in the process of being completed; or advice reports completed will continue to be taken forward to statutory panel in line with statutory requirements.

**We note that some SENCOs are now using time available to complete paperwork and to make requests for new EHC needs assessments. However, we would like to stress that it is not helpful to submit new assessment requests in the current emergency situation because of the challenges in obtaining the necessary professional assessment and advice to inform an EHC needs assessment during the Covid19 emergency period. Therefore the 0-25 team will be unable to progress new requests as normal and we would kindly request that SENCOs hold back any new EHC needs assessment requests until we are able to resume normal practice. We will advise (through this newsletter) when we will be taking new requests.**

## Educational Establishments Self-Reporting Digital Form

We would like to remind educational settings to complete the online form on a daily basis.

The online form asks these settings to confirm if they are open and, if so, for information about numbers of pupils (children of critical workers and vulnerable children) and staff attending that day, and provision of free school meals (copy of questions in annex 1). This data will help us build a national picture of educational provision so that we can focus support more effectively, monitor the impact of the virus, and ensure children are safe.

The data collected by the department is aggregated and does not include pupil-level information. Education settings that they should stop taking their normal attendance registers, but they will need to keep a simple daily record of attendance for their own safeguarding purposes during this period. Education settings may want to use their own systems for this or they can use the [attendance spreadsheet](#) template provided by the department. This template is a simple to use tool that also calculates the headline figures required for the online form, however the spreadsheet itself does not need to be submitted.

We'd like to thank you for your continued support during these extraordinary times and urge to stay in contact with us if you have any issues or queries to raise about the changes to recording attendance.

## SEND EHCP Parent & Carer Helpline

We are pleased to be able to share details of our SEND EHCP COVID-19 parent and carer helpline for those parents who have questions, queries or require support if their child is at home.

Parents/carers have received this information via our Local Offer website, our council Twitter and Facebook pages and via South Glos Parents and Carers network.

If you have parents and carers who are struggling to support their child or meet their needs at home, they can email [SENDCovidEnquiry@southglos.gov.uk](mailto:SENDCovidEnquiry@southglos.gov.uk) or phone 01454 866123. The helpline is manned Monday to Friday by suitably qualified staff who will be on hand to offer advice and guidance to parents and carers of pupils with an EHCP.

0-25 Team contact (EHCP enquiries):  
[0-25ServiceEducationDuty@southglos.gov.uk](mailto:0-25ServiceEducationDuty@southglos.gov.uk)  
0-25 Duty Line (EHCP enquiries:) 01454 865137

South Gloucestershire Parent Carer Forum has worked with South Gloucestershire Local Authority to answer some of the most common questions parents and carers of pupils with Special Educational Needs and Disabilities have been asking. We have developed a frequently asked questions sheet which will be updated regularly to reflect the common questions that parents & carers of pupils with SEND are asking.

## Voucher Scheme - Free School Meals

You will have received an email with some options in relation to the provision for Free School Meals and our offer to support a Voucher system at school level. We are aware that some Trusts and schools may have put in place systems for this already and we see this as a school based decision.

We are though very pleased to be able to offer you a solution with **Sodexo**, who are supporting a significant number of Bristol Council schools with their Free School Meal Vouchers. The details of the offer are contained within the attachment (**SGCC Free Meals for Schools**), but the principles behind it will be that parents will receive an e-voucher that can then be redeemed in a supermarket of their choice. The value of the voucher will be £15 per week, this would be in line with the Bristol offer and also enables parents to spend in a wider range of supermarkets; only one national supermarket operates as far as we are aware with denominations of £1. We would consider £3 per day for parents to either provide a hot meal or a cold alternative as a sensible amount, parents will not have access to buying in bulk, as our catering companies do. School budget shares include funding rates for pupils eligible for free school meals and through an IDACI (deprivation) factor; both are there to recognise the costs of supporting pupils from deprived backgrounds including providing a free meal. There could be mileage at school level to consider some of the Pupil Premium funding being allocated at this time to support this provision.

If you **now** wish to take up the offer of the **Sodexo** e-voucher system, which we see as a really good option, please can you let CAH-Business Support BMR [CAHBusinessSupportBMR@southglos.gov.uk](mailto:CAHBusinessSupportBMR@southglos.gov.uk) know. We will still need to know the following:

**School Name**

**Numbers of pupils entitled to Free School Meals**

**Contact email**

**Please also** return the following documents to Theresa Moore at [Sodexo.theresa.moore2@sodexo.com](mailto:Sodexo.theresa.moore2@sodexo.com)

**New Client Form**

**Voucher Cheque Request Form**

Any questions around completing the forms should be directed to Sodexo, information and contact information is available on the **SGCC Free Meals for Schools document**.

The date of Wednesday 1<sup>st</sup> April was set in the original deadline to schools as a start date, so any more requests coming through after today may well result in vouchers coming after this date now. **You would need to contact Sodexo for an anticipated start date in these circumstances please.**

## School Governance Update from DfE

The government have updated their school governance information (25/03/20) relating to governance in maintained and academy trusts in England in relation to COVID-19. This can be accessed [here](#).

The National Governance Association have also published some useful guidance on business continuity planning and holding virtual meetings. This information can be accessed [here](#).

## Child employment permits and child performance licensing

Currently we are not issuing child employment permits or child performance licenses as we do not consider children to be 'key workers'. Moving forwards, this will be kept under review in line with advice from the DfE and guidance from the National Network for Children in Employment and Entertainment (NNCEE).

## FSM Sodexo Subscribing Schools

There have been a number of positive responses to our offer around the e-vouchers, as previously communicated (see left article). We would like to remind schools that this is an offer and a school decision. We have liaised with finance colleagues and have arranged for the Sodexo to be an agreed school supplier set up by us centrally. This will make it much easier for school business and office staff at individual school level.

Please can Heads inform those managing the process within the school that this will be in place. If you have particular questions in relation to the operational running of the scheme, please **contact Sodexo directly** as the arrangement we have brokered is for the school to work directly with company. **Please though can you also inform your current catering provider, if you are taking up the offer and the date that you will cease provision with them.**

## Guidance on implanting social distancing in education and childcare settings

The government have published new guidance on how to implement social distancing in education and childcare settings. This guidance also gives advice for individuals in vulnerable health groups. It can be found [here](#).

It is important to read this alongside the overall guidance for social distancing which can be found [here](#).

## Supportive Parents

We've been providing information, advice and support about SEND to children, young people and their parents and carers for thirty years. Supportive Parents was originally set up as a charity in Avon in 1989 by local parents and professionals. They'd realised that better outcomes could be achieved for children and young people with SEND by working together. Today we remain as responsive and firmly focused as ever, ensuring that children, young people and their parents or carers get the help they need.

Supportive Parents now delivers the 'SENDIAS' (Special Educational Needs & Disability Information Advice & Support) service for three local authorities; Bristol, North Somerset and South Gloucestershire. Our office is in Bristol.

<https://www.supportiveparents.org.uk/contact>





# Educational Psychology Updates

SENCOs are still welcome to contact their link Educational Psychologists. We are anticipating that these queries will predominantly relate to children still in school and to statutory casework, including the Ready Reckoner. Given the challenges of completing other systemic work and SEN Support work under the current circumstances, please contact your link EP to discuss how this could be taken forward in the future, or regarding what might be helpful for you currently. Hub Business Support is still operational should you wish a member of that team to make contact with the link EP on your behalf.

### Educational Psychology

North Locality EP Contact 01454 863363

South Locality EP Contact 01454 868591

[educational.psychology@southglos.gov.uk](mailto:educational.psychology@southglos.gov.uk)

## Bereavement Support

During this challenging time, we are aware that Headteachers and school staff may experience the loss of a pupil's family member or member of their school community. Whilst we hope that no school's have to experience this, we would like to ensure all school leaders have the information and support they need should this event happen.

Our Educational Psychology team are highly experienced in supporting schools, should a critical incident occur, including supporting school communities if a loss of life occurs.

Please keep this information safe and accessible. In the event of a critical incident.

### During Office Hours:

01454 868970 CAH Business Support at Badminton Road

01454 863363 Business Support at Patchway Hub or 01454 865891 Business Support at Kingswood Hub

They will contact the relevant lead in Directorate and the Educational Psychology Service.

### Out of Office Hours:

01454 615165

The duty emergency team will notify the Strategic Communications team where necessary.

### Ensure that the Council's Media team is contacted:

01454 863200 or email

[StrategicCommunications@southglos.gov.uk](mailto:StrategicCommunications@southglos.gov.uk)

### Out of hours:

The duty emergency team will notify communications where necessary.

## Scam Email Alert

We have been alerted by the DFE that some parents have received an email stating:

'As schools will be closing, if you're entitled to free school meals, please send your bank details and we'll make sure you're supported'.

This is a scam email - do not respond and delete immediately.

## Integra Home Learning



We are really pleased to be able to inform you that Integra, on behalf of Education Learning and Skills have produced a number of home learning resources. We really encourage that you share the links with your staff teams, the parents in your communities and the students themselves, alongside other resources and materials that you will have developed. The other resource that is available is through the South Glos. Parents and Carers forum, who also have a range of resources and links that you can signpost.

We hope you find the resources really useful. Content will be added to the Integra page over time as our colleagues are working on adding further resource and materials.

### The links are as follows:

This first page includes links to both the Integra site and Parent/Carer Forum site which can be found on the Council website:

<https://find-information-for-adults-children-families.southglos.gov.uk/kb5/southglos/directory/advice.page?id=JyM23zPICBc&familychannel=2-4&channel=family>

### The individual links are:

<https://www.integra.co.uk/home-learning/>

<https://www.sglospc.org.uk/resources>

Please share the links as appropriate, especially with your parents and carers.

## Home Learning Support for Headteachers

If you have any questions about home learning and would like to discuss any specific issues, you can contact our Elective Home Education Team on the emails below.

Emma Varney [Emma.Varney@southglos.gov.uk](mailto:Emma.Varney@southglos.gov.uk)

Cathy Grunis [Cathy.Grunis@southglos.gov.uk](mailto:Cathy.Grunis@southglos.gov.uk)

There is an expectation wherever possible, that students can access learning remotely. Here are some ideas to support schools in this process.

## E-Learning Curriculum Sharing Best Practice

### RE Resources - NATRE

The National Association of Teachers of Religious Education have produced a range of free online resources. Please visit their website:

<https://www.natre.org.uk/about-natre/free-resources-for-you-and-your-pupils/>

### Wellbeing - COVID-19 Psychological Resources

[2020.03.25 COVID19 Psychological Resources Child Health Psychology Cardiff and Vale UHB.pdf.pdf](#)

### Podcast – Helping children with autism to understand Coronavirus

<https://soundcloud.com/user-664361280/coronavirus-helping-children-with-autism>

### Child friendly explanation of COVID-19

[https://adcs.org.uk/assets/documentation/Child\\_Friendly\\_Explanation\\_of\\_Coronavirus.pdf](https://adcs.org.uk/assets/documentation/Child_Friendly_Explanation_of_Coronavirus.pdf)

### Times Table Rock Stars - Free Access

<https://trockstars.com/page/covid19support>

Offering schools free access for 60 days. Lots of fun ways to practise their times tables.

### Amazon Audible - Free access for children

For as long as schools are closed, we're open. Starting today, kids everywhere can instantly stream an incredible collection of stories, including titles across six different languages, that will help them continue dreaming, learning, and just being kids. All stories are free to stream on your desktop, laptop, phone or tablet.

## E-Learning Schools in South Glos

In South Gloucestershire, we are keen to share innovative ideas for remote learning and e-learning schools.

We will disseminate these ideas to all schools.

Please email your ideas to our School Improvement Team at:

[Faye.bertham@southglos.gov.uk](mailto:Faye.bertham@southglos.gov.uk) and  
[Andrew.best@southglos.glos.gov.uk](mailto:Andrew.best@southglos.glos.gov.uk)

### Undertaking virtual learning safely

The NSPCC has provided some useful guidance around safe practice when undertaking remote teaching. Please [click here](#) to access.

Topics covered include:

- Remote teaching
- Consent forms
- Contacting children at home
- Child protection concerns
- Online safety
- Mental health and wellbeing

### Twinkl - Free Access

Twinkl is offering every teacher in England, access to all Twinkl resources with a one month ultimate membership. We are also extending this to every parent, carer and pupil.

Go to [www.twinkl.co.uk/offer](http://www.twinkl.co.uk/offer) and enter code UKTWINKLHELPS. This applies to new members.