

20 March 2020

Dear Parents/ Carers,

As you have indicated that your child(ren) will be in school over the enforced closure period, here are the details as to what will be happening during the school day.

- Pupils should arrive between 8:40 and 8:50 through the main gate into the playground. The children will go directly to their year group classroom for registration and to order their lunch if they require a hot school meal.
- If a pupil is absent on any day, please contact the school using the normal first day absence procedures.
- Pupils can come to school in non-school uniform. This clothing should be appropriate for them to do some physical exercise in as they may be timetabled for PE (they do not need to bring in specific kit). However we expect the children to wear their school jumpers. Year 6 may wear their Cavendish PE top if they no longer have a school jumper.
- Each day, there will be a timetable of sessions that pupils will follow, overseen by a teacher. During the sessions, they will complete the work that has been set for all pupils on Google classroom or Tapestry. The teacher will be there to facilitate and support their learning but will not be teaching lessons. In addition to this the children will also participate in science, art, sport, drama and computing based activities
- This is the programme for the next 2 weeks. Details will follow outlining options for Easter Holiday provision.
- Expectations on behaviour remain the same as ever. If pupils are unable to meet our expectations, we will contact you and they will be sent home. Please discuss expectations with your child so that they are supporting you at this difficult time, as well as the requirements of the school.
- As you are aware, this provision has been made available for key workers and our most vulnerable young people. The latest information we have as to who this includes can be found here: <https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>
- If there is any change to the information that you have given us, it is important that you inform us immediately as that will potentially free up a space for another pupil. Please contact Mrs Wakelin via the school office.

We look forward to welcoming your child(ren) next week.

Yours sincerely,



PJ Marchant  
Headteacher



Headteacher: Mr P J Marchant BSc | Eldon Road, Eastbourne, East Sussex, BN21 1UE  
Telephone: 01323 731340 | e-mail: [office@cavendish.e-sussex.sch.uk](mailto:office@cavendish.e-sussex.sch.uk) | [www.cavendishschool.net](http://www.cavendishschool.net)