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Closure Update

IMPORTANT: Total site closure as of 30th March – key worker/vulnerable children to attend Hanham Woods Academy instead

Over the past week, John Cabot Academy has remained open to vulnerable students and the children of key workers. However, the Cabot Learning Federation is now closing the majority of its school sites in order to concentrate its resources, which will help keep staff and students safe. Therefore, **as of Monday 30th March, the Academy site will be completely closed** to all students and staff.

Of course, we remain committed to supporting families who need to send their children into school. **From 30th March, vulnerable students and the children of key workers are welcome at Hanham Woods Academy Memorial Rd, Hanham, Bristol BS15 3LA.** John Cabot Academy staff will also be based there, and will be able to help our students familiarise themselves with the new setting.

More information about our service at Hanham Woods Academy

Please be assured that we will provide a similar service at Hanham Woods Academy to the one we have been providing at John Cabot Academy.

- The hours (8:40am to 3pm) remain the same, and the day's activities will be broadly similar to those at JCA: a mixture of online learning, sport and reading.
- Unless your child is in receipt of free school meals, please can your child please bring money for lunch or bring a packed lunch.
- Students should wear their own clothes and wear something suitable to do PE in, as there will be opportunity to go outside and join in sports.
- Students are reminded that they need to follow all the rules about social distancing. This includes keeping 2 metres from others, washing hands regularly, and avoiding non-essential travel.

If you have any concerns, please do email jcainfo@clf.uk and we'll be in touch.



Staying at Home – NHS Guidance

Stay at home to stop coronavirus spreading.

Everyone must stay at home to help stop the spread of coronavirus.

You should only leave the house for 1 of 4 reasons:

- shopping for basic necessities, for example food and medicine, which must be as infrequent as possible
- one form of exercise a day, for example a run, walk, or cycle – alone or with members of your household
- any medical need, or to provide care or to help a vulnerable person
- travelling to and from work, but only where this absolutely cannot be done from home

Important

These 4 reasons are exceptions – even when doing these activities, you should be minimising time spent outside of the home and ensuring you are 2 metres apart from anyone outside of your household.

Further Information about staying at home

There is separate advice about:

- ✗ [staying at home if you're at high risk of getting seriously ill from coronavirus](#)
- ✗ [staying at home if you or someone you live with has symptoms of coronavirus](#)

How to stop infection spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with coronavirus.

Do

- ✓ wash your hands with soap and water often – do this for at least 20 seconds
- ✓ use hand sanitiser gel if soap and water are not available
- ✓ wash your hands as soon as you get back home
- ✓ cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- ✓ put used tissues in the bin immediately and wash your hands afterwards



Don't

- ✗ do not touch your eyes, nose or mouth if your hands are not clean

Looking after your health and wellbeing

To help yourself stay well while you're at home:

- stay in touch with family and friends over the phone or on social media
- try to keep yourself busy – you could try activities like cooking, reading, online learning and watching films
- do light exercise at home, or outside once a day

What to do if you need medical help

If you need medical help for any reason, do not go to places like a GP surgery, pharmacy or hospital.

If you have symptoms of coronavirus (a high temperature or a new, continuous cough), use the 111 coronavirus service.

Pregnancy advice

If you're pregnant and worried about coronavirus, you can get advice about coronavirus and pregnancy from the [Royal College of Obstetricians and Gynaecologists](#).

Year 11: School Closure and GCSEs

I am writing to you following the government's announcement that GCSE exams will not take place this summer.

My colleagues and I appreciate that this news will have come as a shock and we empathise with our students who are likely to be feeling disappointed when they have been working so hard in preparation for their GCSEs in May and June.

At this time we do not yet know exactly how grades will be awarded, we can reassure you that the government and exam regulators are working on a mechanism that will be fair and will not disadvantage students in being able to make their next steps. Whatever decisions are made over the next few weeks, we will continue to support you and ensure that you are able to achieve your potential and have your effort recognised.

The school already holds a lot of data about students' current and predicted achievement, from lots of sources, including coursework and mocks, but also your teachers' knowledge of their work and assessment of their potential. It is likely that teacher assessment and predictions



will form at least part of the determination of final grades. So although there is a lot of uncertainty and many unknowns, it is really important that students continue to complete the work and revision programmes, guided by their teachers, over the coming weeks.

We know that students typically apply themselves and have increased focus on their learning at this time of year, in the last stage of their compulsory education. Exams are a snapshot of performance on a specific day; it is the learning gained that prepares students for the next step of their education and for their lives.

As soon as information becomes available from the government, we will write to you immediately in respect of what happens next. Our advice and expectation is that all students will continue studying from home. Your teachers will continue to support and care about you – you are still part of our school and year community even though our contact will be via email and the internet.

We are all very proud of what you have achieved to date and know you will demonstrate the resilience needed to accomplish this last phase.

At the right time in the future we will ensure that we celebrate all of our Year 11 students and recognise their hard work over the past 5 years of Secondary school.

Keeping In Touch with Tutors

Even though the Academy site is closed, we are as committed as ever to supporting the wellbeing of our students.

As part of this commitment tutors will send emails every Monday and Wednesday morning. This email will be sent to your child's email address.

Please remind your child to check their emails regularly, but particularly on Monday and Wednesday mornings. Please be patient when waiting for an email from the tutor. Please also make sure your child replies to any messages from their tutor.

If your child cannot access their emails, please try the following first:

1. Visit <http://office.com> and click “sign in”
2. Your child should log in using their email address: **firstname.lastname@jca.clf.uk**. (Please do not use @jca.cabot.ac.uk as this will not work – student email addresses all end in @jca.clf.uk now.)
3. They can then access emails from tutors by clicking on Outlook.



If this does not work, please email JCAinfo@clf.uk, let us know that your child cannot sign into Office 365 to check emails, and tell us what error message you received from Office.com.

Year 7 Reports

Year 7 reports will be sent out via INSIGHT next week. Please be aware that they are a reflection of how the student was performing when the school was open, rather than their current performance during home learning.

If you do not have access to INSIGHT, please email JCAinfo@clf.uk and let us know so we can investigate the issue.

Free School Meals

Consultation: Planning our Free School Meal Provision

The Academy has been consulting on how to provide Free School Meals during the site closure. The Cabot Learning Federation is looking into providing a voucher scheme, and in the meantime, we are hoping to create a delivery service in which a hamper is delivered to students once a week.

Parents/carers of children eligible for Free School Meals have been sent a text and emailed separately with a survey link in order to provide their feedback regarding these options. Thank you to the 59 parents and carers who have responded so far to help us plan our service. We will update you further on our plans as soon as we can.

Applying for Free School Meals

Free school meals are available to pupils in receipt of, or whose parents are in receipt of, one or more of the following benefits:

- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods, and your monthly average income over three assessment periods should be no more than £616.67)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999



- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit

Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.

Your child might also get free school meals if you get any of these benefits and your child is both:

- Younger than the compulsory age for starting school
- In full-time education

To apply for Free School Meals, visit the South Gloucestershire website:

www.southglos.gov.uk > Apply Online > Free School Meals > Apply for free school meals

Warning: FSM Phishing Scam

We have been alerted by the Department for Education (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.**

How to support your child's home learning

Show My Homework - Troubleshooting

Thank you to all parents/carers who have helped their children to access Show My Homework. If your child cannot log in, please try the following first:

Part 1: Check Office 365 is working correctly

4. Visit <http://office.com> and click "sign in"
5. Your child should log in using their email address: **firstname.lastname@jca.clf.uk**. (Please do not use @jca.cabot.ac.uk as this will not work – student email addresses all end in @jca.clf.uk now.)
6. They can then access emails from tutors by clicking on Outlook.

If this does not work, please email JCAinfo@clf.uk, let us know that you cannot sign into Office 365, and tell us what error message you received from Office.com.

If this does work, proceed to the next step (over the page).



Part 2: Then check that Show My Homework is working correctly

1. Visit <http://satchelone.com/login> and click the “Sign in with Office 365” button.
2. Your child should then sign in using the Office 365 login details you used above.
3. Your child will then be able to access work assigned to them.

If this does not work, please email JCAinfo@clf.uk, tell us what has happened, and let us know 1) whether your child can log into Office 365, and 2) what you have tried, any error messages you have received.

As a rule of thumb, the more information you give us, the faster it will be for us to correctly identify and resolve the problem.

Bristol Autism Team - Resources

Various Bristol teams, including Bristol Autism Team, have been putting together ideas and links to support home learning. [Click here to access Bristol Autism Team’s home learning resources.](#)

Virtual PE

Joe Wicks, The Body Coach, will be running virtual PE classes which children can do in their own homes. These will run at 9am from Monday to Friday . They can be accessed at PE with Joe on his Youtube Channel, TheBodyCoachTV.

Self-Regulation

Beacon House will be creating videos for all ages to help soothe, regulate, stimulate and connect at this challenging time: beaconhouse.org.uk.

How to talk about Coronavirus with your child

Young Minds have dedicated a whole page to supporting families with Coronavirus and tips on how to self-isolate. They have also added lots of useful websites.

BPS/DECP advice for schools and parents/carers (includes advice document on how to talk to children about the virus).

Two picture information booklets to explain the virus to younger children.

Booklet for older, more able children.

Ten Tips for Parents and Carers from Young Minds

1. Try not to shield your child from the news, as it’s likely they will find out somehow from school, being online or from friends.
2. Talk to your child about what is going on. you could start by asking them what they have heard.



3. Try to answer their questions and reassure them in an age appropriate manner. Remember, you do not need to know all the answers, but talking can help them feel calm.
4. Reassure your child that it is unlikely they will get seriously ill, and if they do you feel ill you will look after them. Your child might be concerned about who will look after you if you catch the virus. Let them know the kind of support you have as an adult so that they don't feel they need to worry about you.
5. Give some practical tips to your child about how they can look after themselves. For example, show them how to wash their hands properly, and remind them when they should be doing it.
6. Keep as many regular routines as possible, so that your child feels safe and that things are stable.
7. Spend time doing a positive activity with your child (e.g. reading, playing, painting, cooking) to help reassure them and reduce their anxiety. This is also a great way of providing a space for them to talk through their concerns, without having a 'big chat'. For activities ideas, visit our starting a conversation with your child guide. (Young Minds)
8. Encourage your child to think about the things they can do to make them feel safer and less worried.
9. Be aware that your child may want more close contact with you at this time and feel anxious about separation. Try to provide this support whenever possible.
10. Remember to look after yourself too. If you yourself are feeling worried, or anxious about coronavirus, talk to someone you trust who can listen and support you.

Music Tuition Update from Mr Shepherd

Please check your emails on a regular basis regarding instrumental and vocal tuition. I have sent some music and theory work to you. Please keep reading your emails and also keep checking out the following social media sites for updates: Twitter @cabotmusic & Instagram @jcamusic.



Best wishes



*Kate Willis
Principal
John Cabot Academy*

