



18 March 2020

Dear Parent/Carer,

**RE: Coronavirus (COVID-19)**

It is likely that you have now heard that the Minister for Education, Kirsty Williams AM, has taken the decision to close schools from Friday 20 March 2020 (<https://media.service.gov.wales/news/school-closures>). Further, the Minister has announced that the summer examination series will no longer take place. I regret that I was unable to share this news with you in a more measured and reassuring way but, like you, I learnt of the decision through the media.

I welcome the decision to close schools to safeguard the health and wellbeing of our children and of the school staff who work so tirelessly to support them. However, this also raises many questions which will cause young people, parents and teachers to worry.

Our immediate plans are as follows:

**Staffing**

The majority of school staff will work from home from Monday 23 March 2020. They will continue to undertake duties as directed by the Senior Leadership Team. Teachers will be available by email to support children. A skeleton staff will remain in the school building to manage the unfolding situation.

**Pupils**

***Years 7, 8 and 9***

Children in Key Stage 3 should access work to complete at home via the 'Hwb' platform. Most students are now logged into Hwb and enrolled in the appropriate school closure class. Any student struggling to access their work must email [closurehelpline@stteilos.com](mailto:closurehelpline@stteilos.com). All tasks are in the form of a PDF. These may be viewed online with work completed on paper. There is currently no electronic submission available. Please be patient as folders are populated; we will continue to add tasks day by day.

***Years 10 and 11***

Students in Key Stage 4 will be able to access work at home via the 'Hwb' platform. They will need to access the appropriate virtual class and will be given instructions and login credentials on the morning of 19 March 2020 to do this. After this time, any queries must be directed to [closurehelpline@stteilos.com](mailto:closurehelpline@stteilos.com). It will take a few days to have all the resources available so do please be patient.

## ***Years 12 and 13***

Students will be provided with all appropriate resources during lessons before the school closes on Friday 20 March 2020. In addition, digital resources will be available on 'Hwb'. Students will be given instructions and login credentials on the morning of 19 March 2020. After this time, any queries must be directed to [closurehelpline@stteilos.com](mailto:closurehelpline@stteilos.com).

## **Support for families**

There are a number of measures that the school will put into place from next week to help keep families safe, well and connected. These include:

### ***Foodbank***

Vouchers for the Foodbank will be available from the school between 10am and 12pm every Wednesday. These vouchers will permit families to collect a food parcel from the Foodbank based at St Phillip Evans church hall where school staff will serve you.

### ***Weekly telephone calls***

Form Tutors will make a courtesy telephone call to members of their Faith Family each week. These calls will simply help us stay in touch. If you are experiencing any difficulties please let us know so that we can arrange support for you.

### ***Vulnerable children***

Families with vulnerable children will receive an additional telephone call from a member of our wellbeing team. This will help us to stay connected and provide support, advice and guidance.

### ***Helpline***

The school will operate an emergency helpline for any families who require assistance. The line will be open from 9am until 5pm each day. Any families who would like support, advice or guidance are encouraged to call us – we are here to help. The helpline number is **07568357563**.

### ***Contact with teachers***

All students are invited to contact their teachers directly via email if they require assistance with their work. This contact should be from *stteilos.com* to *stteilos.com* email, which can be accessed at <https://mail.stteilos.com/owa>.

### ***Assistance with home learning***

The school will be available to help with work from home. Simply drop us an email at [closurehelpline@stteilos.com](mailto:closurehelpline@stteilos.com). At first, we may be a little slow to respond due the volume of requests. Do please bear with us and we will reply as soon as we can.

### **Community walks**

Senior staff will periodically walk through the local community to engage with children. In partnership with the Neighbourhood Policing Team, we will have a presence in Llanedeyrn and Pentwyn to help ensure the safety of children.

### **Contact with the Headteacher**

Should you wish to contact the Headteacher directly, you may do so by email at [headteacher@stteilos.com](mailto:headteacher@stteilos.com).

I must admit that I find myself in rather uncharted territory. Our staff are working determinedly to ensure that provision is in place to support families through this difficult time. I cannot profess to have all the answers but I do promise that we are doing all we can to make the coming weeks as trouble-free as possible.

Whatever your background, whatever your faith or circumstances, I would like to offer the following words of comfort:

*“Do not fear, for I have redeemed you;  
I have called you by name, you are mine.  
When you pass through the waters, I will be with you;  
and through the rivers, they shall not overwhelm you;  
when you walk through fire you shall not be burned,  
and the flame shall not consume you.  
For I am the Lord your God,  
the Holy One of Israel, your Saviour.”*

*Isaiah 43:1-3 (NRSVA)*

I do not know what the educational landscape will look like in weeks and months from now. What I do know is that the #TeamTeilo family remains here, ready to help, and with you every step of the way.

Yours in Christ,

Mr I Loynd  
Headteacher