



The Federation of St Francis Special School Lincoln and Lincoln St Christopher's School

Headteacher Mrs A Hoffmann

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Dear parents/carers,

Please find below an update on our working model. This is an evolving plan however I feel an update would be helpful.

We are awaiting further guidance from the DFE and local authority.

We intend to shut the school for the majority of students at the end of school on Friday. I cannot at this stage confirm when we will reopen but it won't be before the end of the Easter holidays.

We will be shut for all students on Monday. This is to allow the school to have a deep clean. We understand that the virus can stay on hard surfaces for up to 3 days therefore the weekend plus Monday's deep clean should ensure that our school is safe for identified students to return to school.

I have asked for any parents who fall in to the keyworker model to email me at studentabsence@lincolnstchristophers.com. At the moment the keyworkers include NHS staff, emergency services and lorry drivers that transport essential items. So far I have had 10 parents contact me regarding this. To help with our planning, please can I ask any other parents who consider themselves as keyworker please email the above email address.

This morning I have informed staff that we are working on a plan to remain partially open in the form of a day care provision for identified students for the next two weeks. During the Easter holidays we will be shut and then we will assess if we are able to offer a similar model after the Easter holidays.

I have been working with the wellbeing team and my leadership team to work through every child in the school and to categorise them based on need.

I have also been speaking with every member of staff to identify what their home circumstances are, with the news that most schools are closed, many of them have young children and are required at home to care for them. In addition we already have 25% of staff who are working from home due to their own underlying health needs.

I have spoken with Marks transport and confirmed that we will be shut on Monday and will provide them of a list of students who we may be able to support.

It is unlikely that even for the highest category that we will be able to provide a full time provision but are working hard to put together several options:

- In school package – each student who is identified will be allocated an amount of time/days we are able to offer.
- Home support package – in certain circumstances we may be able to provide some hours of our staff in the home, where it is felt for the most complex this might be a better option.
- Distance support – this would be in the form of additional phone calls providing advice and possible home visit support if things become difficult.

All of our staff are absolutely committed to offer the best we can. I continue to thank you for your understanding and support.

Please take care of yourselves and your families.

Yours sincerely

Kyna Adkins

Head teacher