

Headteachers' Update

For Schools and Academies

DfE Updates

[School attendance: guidance for schools](#)

Page summary - Covers registers and attendance codes (including circumstances due to coronavirus (COVID-19)), school hours and term dates, and improving school attendance.

Change made - Updated to reflect the temporary disapplication of offences for non-attendance in schools during the coronavirus (COVID-19) outbreak.

Time updated - 11:15am, 7 January 2021

[Mass asymptomatic testing: schools and colleges](#)

Page summary - Find out how to administer testing which will begin in January 2021.

Change made - Page updated to reflect latest information.

Time updated - 2:47pm, 7 January 2021

[Actions for early years and childcare providers during the coronavirus \(COVID-19\) outbreak](#)

Page summary - What childcare services early years settings, childminders and local authorities need to provide during the coronavirus (COVID-19) outbreak.

Change made - Updated with additional guidance for early years education and childcare settings during the national lockdown from 5 January 2021.

Time updated - 10:33pm, 7 January 2021

Educational settings status form

From next week, schools and colleges will be asked to resume completing the daily [educational setting status form](#).

The DfE are currently making changes to the educational setting status form to reflect the position on attendance of pupils due to the national lockdown.

Further information can be found in the [guidance on how to complete the educational setting status form](#).

Look up your unique organisation number (UON)

If you have not received your unique organisation number (UON) for ordering new coronavirus (COVID-19) test kits you can [look it up using your unique reference number \(URN\) or your UK provider reference number \(UKPRN\)](#) or by calling the Test and Trace helpdesk on 119.

[Critical workers and vulnerable children who can access schools or educational settings](#)

Page summary - List of critical workers (key workers) and vulnerable children and young people who can access full-time education provision in the case of future restrictions on education during the coronavirus (COVID-19) outbreak.

Change made - Updated 'Critical workers' section to clarify that parents and carers who are critical workers should keep their children at home if they can.

Covid19 Testing Programme in Schools – Model Risk Assessment - Version 2.0

The [model risk assessment](#) has been updated in light of revised guidance, the provision of testing for children with SEND and updated information on healthcare waste collection. This has been developed to support Headteachers with the delivery of the Covid19 lateral flow testing programme within their establishment and is based on documentation provided by the [DfE and NHS](#).

Headteachers should update their own school specific risk assessment, involving staff and seeking their feedback, and keep this document under review.

[Providing school meals during the coronavirus \(COVID-19\) outbreak](#)

Page summary - Guidance for schools and local authorities on school meals arrangements during the coronavirus (COVID-19) outbreak.

Change made - Updated information about how to order vouchers, sending eCodes to families, supermarkets and redeeming the vouchers.

Ofsted Updates

[Ofsted publishes short guide to what works well in remote education](#)

Page summary: Ofsted has published some advice to help school and college leaders and teachers develop their remote education offer. Change made: First published.

[Ofsted: coronavirus \(COVID-19\) rolling update](#)

Change made: Included details on monitoring visits, remote learning and our work with social care and registered early years provision

Model Covid19 Risk Assessment – Version 5.0

This [document](#) has been updated to take account of revised [government guidance](#) issued on 7 January 2020. The changes made have been highlighted in purple text within the document and are also recorded in the table at the end of the risk assessment. Headteachers are advised to review their Covid control measures in light of this and update their own risk assessment accordingly. As always, any amendments to your risk assessment should be shared with staff. Where fundamental changes are made to your covid controls and risk assessment, the document should also be shared with unions.

As always, the Corporate Health and Safety Team are available to discuss any specific queries you may have regarding the Covid19 arrangements in place within your school. Please speak to a member of the team (Amanda Young, John Froud, Nigel Chopping or Bryony Smith) or email healthandsafety@northumberland.gov.uk.

Monitoring Vulnerable Learners

Experience has shown us that lockdown increases workload and pressures in schools and settings, and also vulnerability amongst children and young people. We view the work of the local authority as being instrumental in reducing both these things. By understanding how things are and where the pressure points are, we can provide additional central services to support pupils and staff, and help you with any enquires from parents, carers, politicians and the public.

As you know, schools and settings are required to identify their cohort of vulnerable learners and offer places to those children and young people. This includes, but is not restricted to, those with EHCPs and those open to, and on the edge of social care. You will currently be working in partnership with our Childrens Social Care Teams, the Education Welfare Service the Inclusion Support Workers and Inclusive Education Service teams as appropriate for individual learners.

For learners with EHCPs, the DfE has made it clear that the expectation is that these children and young people should be in school when their parents want and/or need them to be. We understand the

challenges that this presents for you in some situations, and that some families will choose to keep their children and young people at home. Therefore, some will be learning from home as per the national guidance. In order to help us understand what is happening with this group of learners specifically and offer additional support for them if required, we are going to be asking SENCOs to complete a short questionnaire which can be completed in approximately 10-15 minutes per week for most schools/settings. It asks about the cohort of EHCP learners rather than individuals and will be circulated on a weekly basis to be returned by Wednesday of each week, reflecting the position in your school/setting the previous week. It does not ask for attendance data per se.

We are making the same request to our Northumberland schools, Early Years settings, alternative providers and out of area providers so that we can offer support as required or requested. In this way, we will be able to work together as effectively as possible to limit any disadvantage that our young people and families might experience in these difficult times, hopefully increasing effectiveness and saving school/setting staff time in the longer term.