



23 March 2020

Dear Parents and Guardians

I wanted to get in touch on the first day of school closure with some details and guidance on our expectations of our pupils as they start what might be an extended period of school closure.

Staying safe

Everyone's priority at this time must be to stay safe and follow government guidelines. School has closed to interrupt the trajectory of the virus spread.

Supervision for key worker children

School will be open for the children of key workers to be supervised working on the same tasks that teachers have set for distance learning. It is essential that key workers only use this facility if they have no alternative safe supervision for their children. We must keep the numbers of young people in school to a bare minimum.

Academic work – distance learning

I have asked your child's teachers to set enough work each week to cover the time allocated to their particular subject and include the amount allocated for homework (but not to set separate homework tasks). The work will be set via Class Charts with links to the Virtual Learning Environment. All the pupils in school last week were given some training on how to use these resources and we will be able to help if they get stuck. We are now developing the 'technical help support' for pupils. Remote working is new for all of us and we will prioritise technical support for teaching staff on Monday, if you have problems please let us know – we will get in touch as soon as we can.

We must anticipate that the children finish their work more quickly than they do in school and so would urge them to spend time 'learning off by heart' and reading. We have given instructions on how to send in their work for comment and we will be giving some feedback. Please try to establish good routines from the start of the school closure period. Teachers will only be available for support during their normal working day. Please consider your child's physical fitness during this period too.

Keeping in touch with pupils

Form tutors will be in touch with their pupils on a weekly basis either via email or Microsoft Teams and Progress leaders will contact you if we feel that your child is getting behind with their work.



Keeping in touch with parents

We would like you to check the school website on a daily basis and will aim to post any key information by midday. We will **NOT** be notifying you by text of routine communications anymore so would ask you to make sure you do check at least daily. We have added a new page to the website called Key Contacts where you will find the email addresses of all pastoral leaders and heads of department if you need to email them. We will not be communicating via social media. We will post letters on the website with information for specific year groups.

I would like to wish you and your family all the very best at this difficult time. Thank you all for your kind messages of support to our staff which have made a huge difference.

Kind regards

A handwritten signature in grey ink, appearing to read 'A L Mobbs'.

Ms A L Mobbs
Principal