



Dear Parents

Remote Learning (Years 7 -10) Tuesday 5 – Friday 15 January 2021

Further to previous communication and following the government direction regarding an extension to school closure, I am writing to confirm remote learning arrangements for all of our students which will come into effect on Tuesday 5 January. As previously, our remote provision will be provided via Microsoft Teams and will comprise a mixture of live lessons, pre-recorded materials and assignments.

On **Tuesday 5 January**, assignments will be set on Microsoft teams and students will have access to them. From **Wednesday 6 January**, students will typically have one live lesson a week for each of the subjects they study. This will normally be scheduled for the first period they would have that subject in the course of the week. For example, if 7a have French for the first time on Wednesday period 3, this will be a live lesson and will be followed by assignments or pre-recorded material to be accessed in any French lesson that follow later in the week.

In the first instance, 6 January will be treated as the start of the week and the first live lesson will take place period 3 (10:45 -11:30) on that day. A copy of your child's timetable which also highlights when live lessons are scheduled will be published on the school website and on Teams for the students to access. This will be updated for week commencing 11 January. Please note, there will be an **introductory Live Form Time at 9am on Wednesday 6 January** via Microsoft Teams. This will be hosted by Form Tutors and will provide all students with a welcome back, an introduction to remote learning, reminders of what is expected of them and a reminder of how to navigate key features of Microsoft Teams ahead of their first 'live' lesson.

A reminder that during this period of remote learning, we strongly recommend students adhere to the timings of their normal school timetable, including breaks and lunchtimes and that they wear school uniform when taking part in live lessons. Please also ensure that you have completed the required online behaviour and consent form to enable them to participate in live lessons.

Thank you again for your continued support in very challenging circumstances. We will be keeping our remote learning provision under constant review and will update you of any changes or any extension to school closure directed by government. At the current time, we anticipate that students will return to on-site learning from Monday 18 January.

In the meantime, if you have any queries or would like to request additional support with access to IT equipment, please call us on 01636 957690.

Yours faithfully

Mr Andrew Pettit
Head of School

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