

Dear parents/ carers,

As we find ourselves adjusting to the 'new normal' and adapting our procedures in accordance with government guidance, we have started contingency planning for home-learning and remote teaching in the case of partial or full school closures. Following some trials in the summer and liaison with other schools, the decision has been made that in the event of a partial/ full closure, we would attempt to teach each pupil's full timetable remotely via Zoom in a virtual class setting. We expect each lesson to last around 40 minutes. Should a member of staff be absent, the lesson may not take place that day.

To enable students to access this facility, the school office will email you a timetable of the meeting IDs and passcodes for all lessons the week before so that each child has the chance to join their lessons remotely. We have chosen zoom as we think it is more user-friendly for pupils, parents and staff and it can be accessed from all devices, including smartphones. Zoom can be accessed via the app or by a web link at zoom.us. Accounts can be created easily with an email address.

If a pupil does not have access to a lap top/ tablet/ smartphone during the day to attend the live lessons, all lessons will be recorded for safeguarding purposes and recordings will be shared with those who need them on request, as long as the code of conduct has been followed by all students in that lesson.

Please find attached our online learning policy and code of conduct regarding remote learning. Please can you familiarise yourself with our expectations to guarantee accessibility for all students. Any pupils who do not use this facility appropriately or do not follow the code of conduct risk being removed from lessons or the school reconsidering this facility altogether. It is crucial that students enter the live lessons with a recognisable name for security reasons, and do not share the log in details with anyone outside of the school community.

This facility is only being offered in the event of a partial (year group) or full school closure and we be implemented within 24 hours for a partial lockdown, and within 48 hours for a full school lockdown. In the event of individual students isolating, we would provide appropriate links to relevant online resources such as the Oak Academy and our own website links under home learning and curriculum.

As is the case with a lot of professions right now, this is a huge learning curve for us as a school and we will be reviewing this facility regularly to ensure it is providing the best means of teaching and learning for all students. Please bear with us whilst we explore the best options for our students, parents and teaching staff.

Kind regards,

Mrs D Farr
Principal