

Executive Principal: Secondary Education: Mrs L Griffiths BSc (Hons) NPQH
Principal: Mrs R H Taylor BA (Hons)
Chair of Governors: Mrs D Knight

Chief Executive Officer:
 Sir John Townsley BA (Hons) NPQH

18 March 2020

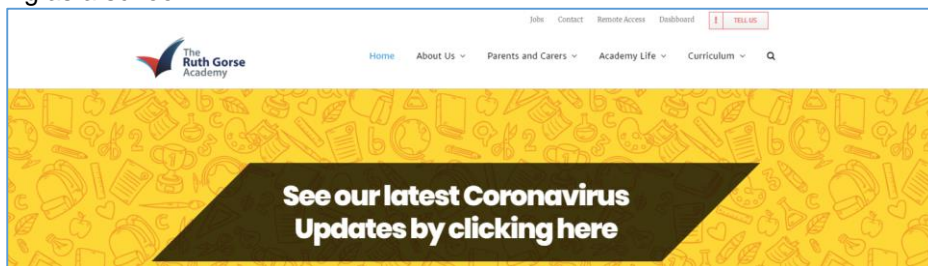
Dear Parent / Carer

RE: School Closure Planning

As you will be aware, at this time, the Government remains clear that schools will remain open and that unless your child is displaying symptoms of the Coronavirus, they should continue to attend school as normal. As you would expect, however, we are planning for all eventualities.

The purpose of this letter today is to provide you with further information on our plans for the continuity of education in the event of a school closure, or where your child is required to self-isolate.

On our website, there is now a link to a specific 'Coronavirus updates' page. This page contains letters and updates on actions we are taking as a school.



The academy is going to utilise Google Classroom to set online lessons for your child to complete. If your child is currently self-isolating teachers are setting the lessons taught since Monday 16 March for them to complete using Google Classroom. In the event of a full school closure teachers will be uploading between 4 and 6 weeks' worth of work for students to complete in the event that they are required to stay at home. The work will be clearly labelled as 'Closure Lesson 1', 'Closure Lesson 2' etc. wherever possible, work is specific to what children would have been completing in lessons. If your child has trouble accessing Google Classroom a 'How to' guide will be attached to the website via the banner above.

To support parents / carers in delivering education at home, in the individual letter that has been sent to your home address, I have attached your child's school timetable. This timetable shows the lessons that your child would normally be attending throughout the week. I urge all parents to ensure in the event of a school closure, Monday – Friday, your child sticks to their timetable. The structure of the school day is also shown below. Again, I advise parents to make sure that their child follows the timings of the school day wherever possible in order to ensure that they do not get out of the excellent routines that they have developed over a number of years.

Year 7 A Band, Year 9 and Year 11:								
8.25 – 8.50	8.50 – 9.50	9.50 – 10.10	10.10 – 11.10	11.10 – 12.10	12.10 – 12.45	12.45 – 13.45	13.45 – 14.45	14.45-15.45 Monday only Y11
Registration	Period 1	Break	Period 2	Period 3	Lunch	Period 4	Period 5	Period 6
Year 7 B Band, Year 8 and Year 10:								
8.25 – 8.50	8.50 – 9.50	9.50 -10.50	10.50 – 11.10	11.10 – 12.10	12.10 – 13.10	13.10 – 13.45	13.45 – 14.45	
Registration	Period 1	Period 2	Break	Period 3	Period 4	Lunch	Period 5	

Over the course of the last two weeks we have surveyed all students to ascertain who has access to the internet and device at home to access Google Classrooms, consequently those who require paper work packs will be provided with this resource.

Yours sincerely

A handwritten signature in black ink that reads "R. Taylor". The signature is written in a cursive style with a large, looped 'R' and a trailing flourish.

Mrs R Taylor
Principal