



4<sup>th</sup> January 2021

Dear Parents and Carers of Year 9 students

I hope that you all had an enjoyable break, despite the current circumstances. Happy new year!

As you will have no doubt seen, there has been some new information announced by the government and I would just like to take this opportunity to explain this in a little more detail.

### Returning arrangements

From Tuesday 5<sup>th</sup> – Friday 8<sup>th</sup> January, only children of critical workers and vulnerable pupils will be on site. You will have had communication already if your child is required in school and how to contact us if your child is in one of these groups and you need them to be in school.

A change from earlier correspondence is that Year 11 and Year 13 pupils will now not return to face to face teaching until the week beginning January 11<sup>th</sup>. Until their return, these pupils will receive remote learning, including live lessons.

For any pupils who have external examinations, these arrangements will be communicated to you separately.

All other pupils will return on Monday January 18<sup>th</sup>. From tomorrow (5<sup>th</sup>) all pupils will access remote learning and some live lessons, the details of which will be communicated to you below. We thank you for your co-operation in ensuring that your son/daughter takes their studies seriously and engages with their learning. The information for your child's remote learning is below.

### Covid-19 Testing

The plan is that all students who have parental consent (up to age 15) or consent themselves via their parents (age 16 and over) are tested twice early in the term, so that we can prevent the virus taking hold in school. This process is referred to as **mass testing** and we plan to undertake this process when arrangements have been made in the coming weeks. As stated, further information will be communicated to you about how this will operate and appropriate timescales.

As you can appreciate, the situation is changing very rapidly. We remain, as always, committed to ensuring the very best education for our youngsters, supporting their well-being and keeping the safety of staff and pupils paramount in our working,

### Free School Meals

Chartwells catering company will be providing food hampers which will last for a week for those families in receipt of free school meals. These hampers need to be collected from school and will be available from 5<sup>th</sup> January from 11.00am until 2.30pm. Due to the number of families and our limited capacity to deliver these food hampers, we would ask you to collect or arrange for a friend of the family to collect with your permission. If you are unable to collect, or arrange for a friend to, then please contact the school and inform us and we will deliver the hamper as soon as we can after Tuesday 5<sup>th</sup>. We will not be able to do this unless requested to do so. The same arrangement will be in place on Monday 11<sup>th</sup> January for that week.



## How will your son/daughter access learning whilst they are at home?

To ensure continuity in their learning, the school has a remote timetable for your child, which they will follow whilst they are at home. They will have:

- A. **Remote Teaching** = 'Live lessons' that are taught by their teacher
- 2 'live lessons' each day = remote teaching (as shown in the table below)
  - The 2 live lessons will follow the normal timings of a school day i.e. if they have a lesson period 3, it will start at 11.05am. The 'live lessons' will be conducted through Microsoft Teams by their normal teacher and their teacher will send out invites prior to the lesson.
  - If your child is well, it is compulsory for them to attend the 2 lessons each day
  - A register will be taken at the start of the live lesson to record and monitor which students have attended. Students will be rewarded for attendance and participation during the live lesson and their interaction with Microsoft TEAMS which includes: responding to posts, completing assignments and uploading their work.
  - If they are unable to attend the lesson, it will also be uploaded onto TEAMS, so they can independently catch up with the work missed.
- B. **Remote Learning** = independent study by your child to work through (NOT taught 'live' by their teacher)
- For the remaining lessons on your child's timetable for that day, the lesson and activities each day, will be uploaded for students to work through independently = remote learning (please note, these lessons are not taught by a teacher and are not 'live lessons')
  - The lesson/activities will be uploaded into the TEAMS for that subject by 9am each day
  - It is expected that your child works their way through the lessons
  - These lessons and activities can be completed throughout the day and do not have to be completed as per the school timings, as these can be accessed online via TEAMS by your child at any point during the day

*Therefore, students should be receiving either 'live' or uploaded lessons/activities for all of their 5 lessons each day*

## The remote and live lessons timetable

Please see the timetable below, which shows you the 2 lessons that your child will be taught 'live' by their teacher via Microsoft Teams

*For example:*



- On Tuesday 5<sup>th</sup> January (05/01/21) the 2 live lessons are period 2 and 3

	04/01/21	05/01/21	05/01/21	05/01/21	05/01/21	05/01/21	06/01/21	06/01/21	06/01/21	06/01/21	06/01/21	07/01/21	07/01/21	07/01/21	07/01/21	07/01/21	08/01/21	08/01/21	08/01/21	08/01/21	08/01/21	
9P	Training Day: No lessons	AR - JBR	AR - KWH				EN - NRE			MA - EMC				MA - EMC	BE - GSP				SC - JPA	SP - SBR		
		BE - NMA	BE - ABE				EN - RMA			MA - MGR				MA - MGR	GG - RDA				SC - LAH	FR - CDN		
		BE - ABE	CO - LCP				EN - MSC			MA - CKI				MA - CKI	GG - JSI				SC - JHU	SP - JLA		
		DA - MHO	DR - AHO				EN - KCH			MA - GPA				MA - GPA	HI - DWO				SC - SPA	EN - KCH		
		DR - DSC													HI - KOR							
9Q			HI - JHL	GG - REB				MA - KRN	EN - KCO				CI - VJO		PE - LAD				SC - SPA	SP - CDN		
			HS - LRO	HI - KHA				MA - GPA	EN - RMA				MA - GPA		PE - JTR				SC - NDU	FR - LTL		
			TE - LTO	HI - KOR				CI - ZPO	EN - CRA						PE - MHO				SC - LAH	SP - LTL		
			TE - AGY	HS - SGA				MA - KTU	EN - ETO				MA - KTU						SC - JPA	EN - GBY		

	11/01/21	11/01/21	11/01/21	11/01/21	11/01/21	12/01/21	12/01/21	12/01/21	12/01/21	12/01/21	13/01/21	13/01/21	13/01/21	13/01/21	13/01/21	14/01/21	14/01/21	14/01/21	14/01/21	14/01/21	14/01/21	15/01/21	15/01/21	15/01/21	15/01/21	15/01/21	
9P	MA - EMC	AR - KWH				SC - JHU		AR - JBR			EN - NRE			SC - PLA	EN - JOB	BE - GSP								SP - SBR		AR - JBR	
	MA - MGR	BE - ABE				SC - JDE		BE - ABE			EN - RMA			SC - LAH	EN - SLA	GG - RDA							FR - CDN		BE - NMA		
	MA - CKI	CO - AGR				SC - PLA		CO - LCP			EN - CRA			SC - JHU	EN - MSC	GG - JSI							SP - JLA		BE - GSP		
	MA - GPA	DR - AHO				SC - JMA		DR - AHO			EN - GBY			SC - JMA	EN - LSH	HI - DWO							FR - LTL		DA - MHO		
		HI - KHA													HI - KOR									DR - DSC			
9Q	MA - KRN							SC - JMA	GG - REB		SC - JMA			EN - KCO											HI - JHL		
	MA - GPA							SC - NDU	HI - KOR		SC - NDU			EN - RMA		EN - RMA	PE - JTR						FR - LTL		HS - LRO		
	MA - CPH							SC - SJO	HI - JHL		SC - JPE			EN - CRA		SP - JLA	PE - MHO						EN - CRA		TE - LTO		
	MA - CCO							SC - HHO	HS - LRO		SC - JHU			EN - ETO		EN - CRA							FR - SBR		TE - AGY		

- This means that whatever lesson your child has period 2 and 3 (according to G4S and their own timetable) will be 'live' (remote teaching), taught by their teacher and they should go onto Microsoft TEAMS and join the lesson
- For the other 3 lessons: period 1, 4 and 5 the teachers will upload lessons and activities onto TEAMS for your child to work through independently (remote learning)
- Therefore, students should be receiving either live or uploaded lessons/activities for all of their 5 lessons each day

In addition to A. Remote teaching- live lessons and B Remote Learning- independent study, students are able to access work in the following ways:

- Additional activities and resources are available in the remote learning tab via the homepage of the school website

If your son/daughter has a problem logging on to Go4Schools or Microsoft Teams, then please email: [passwords@thecoleshillschool.org](mailto:passwords@thecoleshillschool.org)

If you have any queries, either academic or pastoral, please contact:

- Miss South – [south.v@thecoleshillschool.org](mailto:south.v@thecoleshillschool.org)
- Mrs Robinson – [Robinson.k@thecoleshillschool.org](mailto:Robinson.k@thecoleshillschool.org)

Best wishes

*I Smith-Childs*

Ian Smith-Childs  
Headteacher