

Date: 22/10/2020

Important Notice: Closure of the school for Years 8 and 9 until Wednesday 4 November

Dear Parent/Carer,

Due to an unprecedented level of staff absence today, I have consulted with the local authority and applied a risk assessment which makes it very difficult to continue fully opening the school until Wednesday 4 November. The level of absence has arisen due to a combination of illness and enforced staff self-isolation.

I am, therefore, confirming that the following year groups will not be able to attend school on **Friday 23 October, Monday 2 and Tuesday 3 November**. Your child will return on **Wednesday 4 November**:

- **All students in Year 8**
- **All students in Year 9**

The following year groups will remain in school as normal.

- Year 7
- Year 10
- Year 11
- Years 12, 13 and 14

I understand this is not an ideal situation, however, I have attempted to ensure fully closing the school is avoided. Your child will receive work via Connect for the days that they remain off school. Guidance on these matters can be found on the next page of this letter.

Yours sincerely



Bryan Erwin,

Principal

Remote Learning Guidance for parents and students

Setting work

- The work will be set covering all of the subjects that would form part of their normal timetable.
- Work will be set via Connect. This will enable you and your child to see the work that has been set.
- Physical packs will be available on request using the email address: remotelearning@kscs.org.uk Please ensure you provide your child's full name.
- This work will be in line with what is being studied in school. This will ensure a continuation of learning. There will be differences in some circumstances where specialist aspects are physically required.
- The amount of work completed should mirror the number of lessons being studied within school. The amount of time to complete each task should be 45mins to 1 hour.

Completed work

- It is essential that all work is completed to minimise any potential loss to learning.
- Work that is set should in most cases be returned directly to the teacher via email. The format of the hand in will be confirmed within the each Connect entry.
- Some subjects may use Teams as a format to receive and complete work. This facility is being developed across the school.
- Work that is returned will be acknowledged and where appropriate, feedback will be given.

IT access

- Not all work will require IT access.
- There is no expectation that all work needs to be completed on a laptop. It's important that they are still writing their work, in the same way they would if they were still in school. If required, basic equipment has been provided to your child.
- The work completed in books can be photographed and shared electronically. If this is required, it will be made clear in each set of instructions.

Reading

- A major driver for education success is reading. In school we are pushing extremely hard to develop opportunities to read. This including 30 mins each day during form time.
- Please try and ensure that time is allocated to silent reading EVERY day.

Contact with school

- During this period we would like their form tutor to be the first point of contact. The easiest way to contact their tutor is via email.
- The teachers will set work that will enable students to work independently. If further support is required, teachers can be contacted directly. However, as they will still be teaching, the level of support will be somewhat limited.

Free School Meal provision (FSM)

- If you are entitled to FSMs the school will provide you with a voucher for this period of time. This will be electronically sent to you by an organization called Wonde.

Further guidance

Further help around our remote learning provision, including how to access connect can be found by visiting www.kscs.org.uk/remote-learning.