

Ref: Y10FacetoFaceLetter/TMS/wlr

15th June 2020

Dear Parent/Carer

Student Name: «**Forename**» «**Surname**»

Could I first thank both yourselves and «Forename» for completing the Academic Review questionnaire that was distributed to all Year 10 students to support their return to school. We still have a few outstanding and the link for completion is:

<https://forms.office.com/Pages/ResponsePage.aspx?id=kGSC6rbgAk2BMLvfMAKGDHqviS-HszpDjiWdRMYvHtVUQIpNQ09RMkFNUziOTEhUMjJJOE81SzNPSy4u>

The completion of this questionnaire has enabled **Phase 1** to be completed and allowed us to finalise our plan for our Year 10s to return to school for some 'face to face contact', week beginning 22nd June. As we now move towards phase 2, the re-engagement of our students, please be assured that we will be following the very strict guidance that exists and that your child's health and safety will not be compromised.

Phase 2 – Re-engagement – Student Academic Review Meetings

Starting on Tuesday 23rd June, we will be inviting all Year 10 students into school on an appointment basis, to meet with one of their teachers to complete an Academic Review Meeting that will last approximately 30 minutes. During this meeting, we will discuss and share with your child the following:

- Review of the academic review questionnaire for those students who have completed to allow further support moving forwards where appropriate
- Outline of the phase 3, on-site provision, for both those students returning to school and those who will continue to access the learning from home
- Training on the use of Microsoft teams to enable access to the live Maths, English and Science teaching and webinars. A guide will be provided for parents to review too.
- Review the student guide which outlines the safety measures that will be in place for those students who are returning to school and review of the COVID 19 Home School Agreement
- Communication of their student team and bubble allowing access to relevant 'team' learning.

«Forename» is invited into school to complete their review on «Day» at «Time» with «Member_of_Staff».

Please could you ensure that «Forename» brings a mobile device/tablet to allow staff to support them in setting up teams.

Please be assured that these meetings will follow the strict social distancing guidelines and all the health and safety advice communicated by Mr Critchley already.

Could you ensure that «Forename» attends school on time and follows the safety procedures already outlined by Mr Critchley. They will be met by a member of staff, escorted to their meeting room and designated table for the review to take place and then escorted back to the main entrance to then safely return home. Social distancing will be in place at all time and students need to ensure that they do not congregate outside of school either before or after their meeting. In the event that your child is unable to attend their meeting, staff will then make telephone contact to complete the review.

Phase 3 – On Site Provision


This phase will commence week beginning 29th June and depending on your child’s team and bubble, all students will be able to access live teaching and webinars for Maths, English and Science on two morning a week. Please see timetable below.

Each student will be allocated a team and bubble that allows him or her to attend school physically (as indicated in Academic Review Questionnaire) two mornings a week. Students who opt to stay at home will still be assigned to a team so that they can access the provision at the specified times					
	Monday	Tuesday	Wednesday	Thursday	Friday
Session 1 9.30 – 10.15	Maths H Bubble 1-4 in school + rest of team 1	Maths F Bubble 9-12 in school + rest of team 2	English Bubble 1-4 in school + rest of team 1	English Bubble 9-12 in school + rest of team 2	All students to continue with remote, independent study from home SMHW Hegarty Seneca
Break					
Session 2 10.30 – 11.15	English Bubble 1-4 in school + rest of team 1	English Bubble 9-12 in school + rest of team 2	Science Bubble 1-4 in school + rest of team 1	Science Bubble 9-12 in school + rest of team 2	
Break					
Session 3 12.00 – 12.45	Science Bubble 1-4 in school + rest of team 1	Science Bubble 9-12 in school + rest of team 2	Maths H Bubble 1-4 in school + rest of team 1	Maths F Bubble 9-12 on school + rest of team 2	
Vouchers will still be available for FSM students					
If your bubble / team is not down for a ‘Teams’ meeting the expectation is you use your time to complete set home learning tasks and independent study. SMHW / Hegarty / Seneca					

It is an extremely important time for our year 10 students as they move into their final year of their GCSE studies. Therefore, **all students will be expected to benefit from this provision.** We will closely monitor engagement and make follow up phone calls if students do not sign in for their ‘team meeting’.

As you can appreciate, the coordination of any form of re-opening under the current circumstances is a difficult task; we fully appreciate your patience, understanding and support at this time.

Yours faithfully



Mrs J Thomson
Associate Principal