

5th January 2021

Dear Parent / Carer,

I wrote to you last week following the Government's announcement just before the New Year about when pupils would return to school this term.

I am sorry to be writing to you again so soon on this subject. However, as you may have seen, the Prime Minister last night announced a new national lockdown because of rising infection rates of Covid-19 and to try to prevent the further spread of the virus.

As part of this, all primary schools, secondary schools and colleges in England, including our school, Cliff Park Ormiston Academy, are to be closed from today until at least the end of half term in February, except for children of key workers or vulnerable children. Early years settings remain open.

The Prime Minister also announced that "not all exams" would go ahead as normal this year and that there would be alternative arrangements. He said the Government would set out further details on this at a later date, and when that information is announced, we will update parents of students due to take exams this year. Mr Pillar will be sending out a separate letter to all of Year 11.

From today:

If you or your partner is a key worker, or if your child is classed as vulnerable, then the school will remain open, as now, and we look forward to seeing them in school as previously arranged and beyond as normal for teaching and learning. For information on those listed by the Government as vulnerable or a key worker please visit:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

[Or read attached guidance.](#)

As you know, we have worked incredibly hard since the start of the pandemic in March to keep our school as safe as possible, and I would like to take this opportunity to remind you of the safety measures in place at our school:

- All students and staff must wear a face covering in communal areas, unless exempt
- Everyone is expected to remain in their allocated bubbles
- Students are encouraged to wash their hands regularly throughout the day
- Students should wear facemasks in class

Please note we are trying to work with windows open in classrooms for ventilation. As the cold days have returned, and with the need for ventilation in mind, pupils may need a few more layers of clothing, such as sweatshirts, tights or leggings underneath skirts or plain fleeces without a hood or large brand logos.

For all other pupils, our school is closed until at least the end of the February half-term. High-quality remote learning will be provided to make sure they continue to receive a



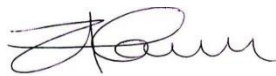
consistent education. We know that this places pressure on you at a difficult time but your support in helping your child engage with the remote learning packs as much as possible is so important and we are very grateful for it. **Please read the attached guidance from Ms Petit** regarding online learning and Microsoft Teams lessons.

Year 11 are already accessing Microsoft Teams lessons
Thursday 7th January 2021 Year 10 access Microsoft Teams lessons
Monday 11th January 2021 All Year groups access Microsoft Teams lessons

We will continue to stay in touch with you on this matter, and about your child's education. However, do let me know if you would like to discuss this matter, or if you require any support relating to these new arrangements.

I would once again like to take this opportunity to thank you wholeheartedly for your understanding and ongoing support in helping us to manage this unprecedented situation. Please continue to take care and to stay safe.

Yours sincerely



Z Cameron
Vice Principal

The Government definition of a **Critical Key Worker** is:

Parents whose work is critical to the coronavirus (COVID-19) and EU transition response include those who work in health and social care and in other key sectors outlined in the following sections.

Health and social care

This includes, but is not limited to, doctors, nurses, midwives, paramedics, social workers, care workers, and other frontline health and social care staff including volunteers; the support and specialist staff required to maintain the UK's health and social care sector; those working as part of the health and social care supply chain, including producers and distributors of medicines and medical and personal protective equipment.

Education and childcare

This includes:

- childcare
- support and teaching staff
- social workers
- specialist education professionals who must remain active during the coronavirus (COVID-19) response to deliver this approach

Key public services

This includes:

- those essential to the running of the justice system
- religious staff
- charities and workers delivering key frontline services
- those responsible for the management of the deceased
- journalists and broadcasters who are providing public service broadcasting

Local and national government

This only includes those administrative occupations essential to the effective delivery of:

- the coronavirus (COVID-19) response, and the delivery of and response to EU transition
- essential public services, such as the payment of benefits and the certification or checking of goods for import and export (including animal products, animals, plants and food), including in government agencies and arms length bodies

Food and other necessary goods

This includes those involved in food:

- production
- processing
- distribution
- sale and delivery
- as well as those essential to the provision of other key goods (for example hygienic and veterinary medicines)

Public safety and national security

This includes:

- police and support staff
- Ministry of Defence civilians
- contractor and armed forces personnel (those critical to the delivery of key defence and national security outputs and essential to the response to the coronavirus (COVID-19) outbreak and EU transition)
- fire and rescue service employees (including support staff)
- National Crime Agency staff
- those maintaining border security, prison and probation staff and other national security roles, including those overseas

Transport and border

This includes those who will keep the air, water, road and rail passenger and freight transport modes operating during the coronavirus (COVID-19) response and EU transition, including those working on transport systems through which supply chains pass and those constructing or supporting the operation of critical transport and border infrastructure through which supply chains pass.

Utilities, communication and financial services

This includes:

- staff needed for essential financial services provision (including but not limited to workers in banks, building societies and financial market infrastructure)
- the oil, gas, electricity and water sectors (including sewerage)
- information technology and data infrastructure sector and primary industry supplies to continue during the coronavirus (COVID-19) response
- key staff working in the civil nuclear, chemicals, telecommunications (including but not limited to network operations, field engineering, call centre staff, IT and data infrastructure, 999 and 111 critical services)
- postal services and delivery
- payments providers
- waste disposal sectors

Vulnerable Children are those who have a social worker and those with EHCPs.

Children who do not fall into either of these groups must remain at home with appropriate care

As in the previous national lockdown, we will require evidence to demonstrate how you meet the Key Worker criteria, as we are expected to keep numbers in the Academy to the minimum.

Remote Learning Update

Following the announcement from the government that all schools should close, and that students and teachers should move to remote learning, I wanted to take the time to explain how this is going to work over the coming weeks.

Remote Learning Schedule

Week Beginning	Year 7	Year 8	Year 9	Year 10	Year 11
04.01.2021	Filing cabinet on teams	Filing cabinet on teams	Filing cabinet on teams	Teams Lessons from 07/01	Teams Lessons
From 11.01.2021	Teams Lessons	Teams Lessons	Teams Lessons	Teams Lessons	Teams Lessons

Teams Lessons

Teams lessons will be scheduled following the timetable your son/daughter normally follows in the academy. At the start of the day, it is wise to have the Teams app open, as this is where lessons will be taking place. Students should be able to see their lessons in their Teams calendar. If for any reason, they are having issues finding/joining a lesson, they should email their class teacher who will resolve this.

Lessons will take place using the same timings as the normal academy day, which will allow for breaks and lunch.

Students should have a pen and paper available to complete work when taking part in a Teams lesson. This is especially important if they are accessing Teams on a mobile phone, Xbox, or small tablet device, where it might be more difficult to use other applications at the same time.

Attendance and expectations

Assuming that your son/daughter is well, we would expect them to work at home using the same timings as the normal academy day. This is important for several reasons:

- It is important to maintain a steady routine when working from home.
- We will be monitoring attendance to Teams lessons and we will be in contact if we are concerned that your son/daughter is not attending their lessons.
- Although the government has indicated that exams will change for the current year 11 in the summer, we must assume that all other year groups will be expected to take their qualifications as normal and as such, they should continue to learn what they would have learnt at school.

If your son/daughter is unwell, you should notify us in the normal way, so that we are aware. If you have issues with ICT access, please ensure that we are aware, so that we can arrange extra support for you.

Limited Access to ICT

If you have issues with access to devices or internet at home, please let us know and we will do our best to resolve these issues as soon as possible. We understand that you may need to share devices and internet connection between siblings and/or with other adults who are now working from home.

If you have siblings sharing devices, we recommend that you prioritise their English, Mathematics and Science lessons and that they use the resources in the filing cabinets or on paper work packs for their other lessons.

If devices are being shared in your household, it is helpful for the academy to know so that we can include this information, while we are tracking attendance.

Remote Learning – Filing Cabinets

We will continue to keep the filing cabinets on the academy website up to date to support students where data allowances or regular access to a device is making attending Teams lessons more difficult. The best way to get feedback on this type of work is to email completed activities to the class teacher so that feedback can be given.

Paper Work Packs

If there is limited access to ICT in your household, we will print and send paper work packs for your son/daughter to complete. These paper packs contain the same content as is being taught in the Teams lessons and will enable your son/daughter to keep up to date with the work that is being set. The best way to get feedback on this type of work is to take a photograph of the work completed and email this to the class teacher so that feedback can be given.

Please click [here](#) to request a paper work pack and/or paper.

Homework Booklets

You will have received via Class Charts the new homework booklet for the term, this can be completed alongside the other remote learning activities. When your son/daughter completes an item of homework, if they email it to their class teacher, the teacher will be able to give them feedback and homework credits. This can also be found on the academy website.

Rewards

To encourage full engagement, Staff will be rewarding students for being on task throughout this period of online learning. Each week we will select the student who has gained the most on task positive points in each year group to be rewarded. We shall also celebrate the overall student in the academy who has made considerable progress or contribution to online learning during the week, based on a Staff nomination.

Safeguarding

During this time, we will continue to support you with any pastoral issues or concerns you may have. You can contact the academy if you have any safeguarding concerns by emailing: pmyhill@cliffparkoa.co.uk . Below are a few tips that we would recommend to help keep your young person safe while they are learning at home.

- Use a shared family space for remote learning not child's bedroom.
- Pop in and out and to check on your child.
- For phone calls from school staff, these will be via parent's/carer's phone; set to speaker phone and child should be in a family room not on their own.
- Regularly check the parental controls on devices.
- Staff are available, via email to support with any pastoral, work, well-being, or safeguarding concerns.
- If there are occasions where 1-1 contact or support is needed - you will be made aware this is happening.
- Report any upsetting or concerning comments made during any online sessions to the class Teacher or appropriate Assistant Principal/Community Lead.