



16 March 2020

Dear Families

Education Contingency Planning

As you will be aware a number of countries have taken the decision to suspend or significantly reduce educational provision, as part of their management plan to control the impact of Coronavirus, by closing schools and childcare facilities. You will also be aware that the UK Government has now announced plans to move to the 'delay' stage of our own similar plan.

Our schools **remain fully open** and there is currently no planned disruption with the exception of the banning of all overseas trips. We had already taken the decision to cancel our international trips and have managed that situation with affected students and their families. Over the past week we have been working to establish a plan that means we can maintain a meaningful level of education should this position change. We will communicate these plans in more detail should we need to employ them but I thought it important to get in touch to reassure you that this planning is in progress.

In the event of school closure we will be using our existing Show My Homework on-line platform (SMHW). Subject areas will also continue their use of other on-line platforms such as Seneca Learning, Quizlet and My Maths etc. We have been assured by SMHW that their on-line capacity will withstand such increased use. This platform will allow staff to set and assess work as well as monitor student engagement. SMHW also allows communication between students and their teacher in order to ask questions and gain clarity of understanding. Staff will be able to do all this remotely as they too will be working at home. We are aware that it may not be possible for students to access a computer at all times of the day for example if there are other children at home whose schools have also set work electronically, if they need to accompany you to work or be looked after elsewhere and so whilst work will be set on-line it will not always require them to complete it on line.

Please help us in our preparation by:

- asking your child to log in to SMHW and the other apps/platforms they routinely use at school, with their existing ID and password and report any issues to us
- letting your child's Head of Year know as soon as possible if they are not able to access a computer or the internet outside of school

If schools close it is likely to be for an extended period of time, unlike during weather disruption where only a few days of learning may be lost. There is a risk that progress may be affected if a closure is for weeks rather than days and so we have allocated teachers some additional planning time to enable them to ensure quality tasks can be set in a proactive way based on the planned curriculum. Work will continue to be set throughout a period of closure.

Hopefully we will not need to put our plans in to place but please be assured we are doing everything possible to be ready, just in case. Our plans also include:

- ensuring work can be differentiated and remote support put in place effectively for students with additional needs

- providing quality staff training on all electronic and on-line systems
- ensuring all staff have secure and reliable remote access to school systems from home
- management of staff illness during a closure period to ensure work for students is still managed well
- how progress and understanding will be assessed
- management of any possible impact on examination year groups
- effective ways to communicate with all academy staff and families during a closure
- how our IT department can remotely support maintaining a fully functioning system for staff and students

As ever my colleagues are being imaginative and creative about how we can ensure the very best for our students. There will obviously be more to share with you in the event of a closure which we will do if necessary. In the meantime please do not hesitate to get in touch if you need to.

Yours sincerely,



Daniel Hatley
Executive Principal