



Hebburn Comprehensive School

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DRT/KM

Head Teacher: Mr D R Thompson

18 December 2020

Dear Parent/Carer

As I am sure you are aware, the government has released a number of statements this week, regarding Covid-19 testing in schools and the staggered return of pupils in January, with Year 11 only returning in the first week back, and remote learning for pupils in Years 7-10.

I share parents' dismay and annoyance about the timing of the announcement (the day before we break up for Christmas) and realise that this will cause issues at such a late stage in the term.

There is still a lack of clarity about the government's exact plans, but I am writing to parents today to outline what we will be doing, based on the information we have.

ARRANGEMENTS FOR THE FIRST WEEK BACK IN JANUARY:

- Year 11 only will return on Monday 4 January at 8.35am. Please note that any pupils displaying symptoms or following self-isolation guidance from Public Health should not attend school. Please inform us if this is the case.
- All other year groups will access remote learning and will return to school on Monday 11 January 2021, as per current, staggered arrangements.
- Arrangements for vulnerable and key worker children (not in Year 11) are outlined below.

REMOTE LEARNING - WEEK COMMENCING 4 JANUARY 2021:

- Work will be made available via Microsoft Teams; there are also resources available from the remote learning tab on the school website.
- All pupils have had tutorials on how to access the key online platforms, including Microsoft Teams and SharePoint.
- We recognise that individual circumstances may vary, but all pupils will be required to complete work, whether this is online or via paper copies. The government has made it clear that this is not an extended holiday.
- Work will be provided for pupils for each subject area, according to their timetable, via Microsoft Teams and SharePoint.
- We recognise that receiving this information at short notice will provide challenges. Where a pupil is not able to access teacher input at the scheduled time of their lesson, they will still be able to access the lesson resources via their Microsoft Teams account at a different time and will be expected to do so.
- Pupils will be required to submit work online, where this is possible, to enable teachers to provide feedback. It will not always be possible for feedback to be provided immediately. However, staff will endeavour to provide feedback via Microsoft Teams, where this is possible.



- We understand that individual family circumstances will vary. If your child does not have access to an electronic device, such as a laptop, tablet or mobile phone, we will provide paper-based copies of the work required. This can be collected from reception by someone who is not isolating. If the household is isolating, we will make arrangements for work to be posted. Please contact your child's Head of Learning **on Monday 4 January**, if paper copies of work are required. **Collection from school will by appointment only.**

ARRANGEMENTS FOR VULNERABLE AND KEY WORKER PUPILS (WHO ARE NOT IN YEAR 11) - WEEK COMMENCING 4 JANUARY 2021

VULNERABLE PUPILS

- Mrs Payne will contact the parents/carers of vulnerable children, via text, this morning. Please respond to Mrs Payne paynem@hebburn.net **by 3.00pm on Monday 21 December**, if your child will be attending school week commencing 4 January 2021, so arrangements can be put in place.

KEY WORKER PUPILS

- If you are a key worker, as defined in the guidance in March, and require your child to attend school in the first week back, please email keyworker@hebburn.net with the following information (**by 3.00pm on Monday 21 December**):
 - Full name of your child
 - Year group
 - Definition of key worker status

TESTING

- At the time of writing, the exact arrangements for how testing will be carried out are not clear, so I will provide an update to parents and carers when I have further information.

Yours sincerely



Mr D R Thompson
Head Teacher