

31st December 2020

**Parents/Carers
Of TQEA Students**

Dear Parents/Carers

A Happy New Year to all of you!

Government announcement about the return to school

You may be aware that the government have revised their plans for the staggered return to the academy this January. These are different to those I outlined to parents before Christmas and is to allow schools to prepare for their role in the mass Coronavirus testing programme required by the government.

From January 4th to January 8th only vulnerable pupils and those in key worker families will attend the academy. This is different from what was reported before Christmas since Year 11 pupils that are not in the above groups are now expected to learn remotely at home. If any Year 11 pupils require key worker provision please email - info@tqea.org.uk. ***Please could all students attending school from 4th January bring in a pair of earphones or headphones for use to access their remote learning on a school device.***

From January 11th onwards Year 11 pupils are expected to attend the academy as normal.

From January 18th onwards all year groups are expected to attend the academy as normal.

How will remote learning work?

All learning will take place through Teams which can be downloaded to any device including mobile phones. Pupils will need to use their Microsoft 365 emails to access their Teams classrooms.

Remote learning for all years will commence on Monday January 4th. All work for all years will be posted into Teams folders at the expected time of the lesson for completion that day. On this day we will be testing and preparing hardware for the delivery of live lessons and instruction to all students from Tuesday January 5th.

From **Tuesday January 5th** our ambition is that all lessons will start live with pupils expected to click on their lesson invite link to join their class and their teacher in live learning at the appointed time of that period in the timetable. From this day we will be operating the times of the normal timetable for this live “remote” learning. If technical issues prevent a live lesson for any reason our contingency will always be for lesson materials to be placed in the lesson Teams folders at the time of the lesson.

Continued overleaf.

Therefore, from **Tuesday January 5th** students will be expected to join their classes at the following times:-

8:45 am – Registration, well-being and work check with tutors.

9:05 am – Period 1

10:05 am – Period 2

11:25 am – Period 3

12:25 pm – Period 4

2:05 pm – Period 5

If students are not present in live registration or lessons from Tuesday January 5th parents/carers will be contacted, so that learning and technical support can be offered. Live lessons will be recorded for instructional and safeguarding purposes.

If pupils have any issues accessing their live lessons or their Teams folders then reception must be contacted as soon as possible, so that we can offer technical and/or work support. It is vital that pupils engage in learning to maintain their academic progress.

I will keep you informed of any further developments in what is a rapid and ever changing picture.

Thank you for your support.

A handwritten signature in black ink, appearing to read 'Neil Harding', with a stylized flourish extending from the end.

Mr Neil Harding
Principal
The Queen Elizabeth Academy