



September 2020

Dear Parent/Carer,

Key Worker Status and Remote Learning

We appreciate that the past few months have been extraordinarily strange and, for many, very difficult. We hope that you and your family are doing well and are adapting to the 'new normal'. We also hope that your child has settled back in to TPS well. It has been a pleasure to welcome back the students to TPS and we are pleased to report how well the students have adapted to the 'new normal' ways of operating within their year bubbles in school. Whilst day to day we continue to operate, we also have to plan for any potential local lockdown. In the event of a local lockdown, we will follow operating and opening guidance from both Public Health England and the Department for Education.

Key Worker Status

The latest guidance states in the event of a phased local lockdown the school would remain partially open for specified year groups on a timetabled rotation and for the children of Key Workers. To allow us to plan effectively we are requesting any parents who are Key Workers to complete the information attached and return to school along with evidence of Key Worker status. In the event of a total lockdown, the school may close fully.

Remote Learning

In these uncertain times, it is essential that, as a school, we have a robust plan in place to support students with remote learning if the need arises.

We are putting in place arrangements to set work for:

- Individual students who are absent for COVID-related reasons;
- Whole year groups in the event of a partial closure;
- Whole school in the event of a full school closure;
- Intervention/Impact sessions.

Regardless of whether a student needs to access remote learning because of individual absence or a partial/full school closure, this work will all be set through Microsoft Teams. Your son/daughter will automatically have access to a Microsoft Team for each of their subjects. Within the Team, there will be assignments set every week. These assignments will follow the same structure. We believe this consistency will make the work easier to access and complete. Microsoft Teams can be accessed on computers, tablets and mobile devices. If your child must quarantine at any point, he/she will be able to access the online work straight away via his/her subject Team. The work set will be aligned to the in-school provision and so it is essential that this work is completed to a high standard in a timely fashion. If we need to action a full or partial school closure, we will set work in the same way.



With regards to Intervention/Impact sessions, we intend on using Teams to deliver these too. Initially, we will expect students to engage in these sessions within the school building. However, we anticipate that once students are familiar with the routine of Teams assignments, many will be able to complete them at home.

There will also be a page dedicated to Remote Learning on the school website. There will be guidance on this page, which will support both you and your child to use Microsoft Teams effectively. There is also guidance attached to this letter which supports your child (and you) with how to access and complete assignments. Please keep this guidance safe so that you can refer to it if your child needs to quarantine or in the event of a full or partial school closure.

If your child does not have regular access to a computer or device, we can provide paper-based work in the interim but we would like to work with you to resolve any ICT or equipment-related issues. If you would want paper-based work provided initially, please indicate this on the reply slip below (there will be a post box outside the Deputy Head's office to put these into) or you can email Mrs Storer-Young (see email address below). **Please remember, this is only for students who do not have access to a device and the internet at home.** We do want as many students working online as possible.

We really want to offer you and your child as much support as possible through this difficult period. If you have any questions regarding remote learning, please do not hesitate to get in touch on: vicky.storeryoung@taw.org.uk.

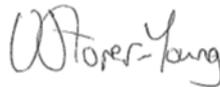
Thank you for your continued support during these times.

Kind regards,



Mr Mat Winzor

Assistant Headteacher – Pastoral



Mrs Victoria Storer-Young

Remote Learning Co-ordinator

REMOTE LEARNING REPLY SLIP

Name and year of child:

In the event of my child having to quarantine or in the event of a full or partial school closure, I request that paper-based work is sent home initially.

My child does not have a device to use.

We do not have internet access.

Please tick as appropriate.

Signed: Date:

Please return this slip or email Mrs Storer-Young by Monday 21st September 2020 – only if your child does not have access to a device and/or the internet.

Key Worker Status

Parent Name:	
Parent Contact Number:	
Student Name(s):	
Year Group (s):	
Employment Information	
Business Name:	
Job Role:	
Full Time or Part Time: (If PT please state what days provision would be needed)	
Home Situation	
Is there anyone else in the family home who could care for your child?	

NB: Please attach evidence of Key Worker status