

31 December 2020

Dear Parent

Changes to school opening following Government announcements on 30 December

Following yesterday's announcements, I have outlined below the details of provision for all students for the weeks commencing 4 and 11 January 2021. These are subject to any further unknown changes, which would be communicated to you if they arise.

Week commencing 4 January 2021

Provision for this week is now that **ALL** students in all years will receive live lessons on line **and will not be able to come to school**. This is with the exception of children of critical workers and those identified as vulnerable for whom details of provision are provided later in this letter.

A register will be taken in each lesson and students are expected to be present and engaged in their learning. There will be no tutor time activity or assembly in this week for students at home.

Lesson	Time
One	8:50-9:40
Two	9:50-10:40
Three	11:20-12:10
Four	12:50-1:40
Five	1:55-2:45

Lessons will be delivered through Microsoft Teams as live events for Years 7 to 11 and Teams Meetings for Year 12 and 13. Any internet ready device, including a phone, tablet, laptop or computer, will allow you to access these lessons. Links to the lessons will be provided via Show My Homework (Satchel One), which all students and parents have been given access to.

Students in Years 7 to 11 will not need to log into our school system in order to access their live lessons, however we encourage them to do so in order to access Student SharePoint, where further learning resources are available for all subjects and where students can access their School email and One Drive folders. We are now operating on a fully cloud based platform for teaching and learning, all of which is accessed via the link on the front of our website 'TCA On Line'. From here students access the '365, mail and SharePoint 'link using their school log in and password. Students in Years 12 and 13 will need to log into the school system to access their live lessons.

All students have been shown how to access and use these systems in school. Additional supporting resources are available to read and we also have videos they can watch on our You Tube Channel [The Carlton Academy - YouTube](#).

Further ICT Support for live lessons and Satchel One

If you require further support for accessing live lessons, having followed the guides and videos made available, please contact our ICT support team by email at: ictrequests@theacademycarlton.org

Students without access to the Internet and a compatible device at home for accessing live lessons

We have taken great steps to understand which families are not able to access the Internet at home and those who have the internet but do not have access to a device that will enable you to access live lessons. On the last day of term, we undertook a further check of this with all students and are going to be contacting identified families directly in due course. As a further check, I would be most grateful if you can complete the form using the link below if you are a family who either DOES NOT HAVE access to the Internet or if you DO HAVE access to the Internet but DO NOT have access to a device such as an Internet enabled mobile phone, tablet, laptop or any other similar device used to access the internet. This will help us further in our checking of support needed. **Please complete this form no later than noon on Saturday 1 January and ONLY if you are in the categories above and we will contact you as soon as possible to aid your child's access to live lessons.**

<https://forms.office.com/Pages/ResponsePage.aspx?id=svRAecJqukWVZVvTgdjPcKUJFggj28xCi9aX7ff3kepUQVBSNTdEVUpLR01NQ0hFQUZLNUQ4TE5QRy4u>

Free school meals and vouchers

Students in all years who are in receipt of free school meals will receive a £15 Tesco voucher from school at the start of each week they are not in school. These will be sent to you by text message as they have been before.

Provision for children of critical workers and vulnerable groups - 4 to 8 January 2021

We are required to offer some students access to school from 4 to 8 January. This provision will be in an ICT room where student will access the live lessons as they would from home. There will be no other activities on offer, students who attend and who receive free school meals will be offered sandwiches for lunch. If you wish your child to attend this provision, you are required to complete the form below no later than **6pm on Thursday 31 December**. This will allow us time to plan for students in each year group to be kept in individual bubbles. You can find guidance on critical worker status and vulnerable groups from the link below: [Critical workers and vulnerable children who can access schools or educational settings - GOV.UK \(www.gov.uk\)](https://www.gov.uk/critical-workers-and-vulnerable-children)

Please complete the form below if you wish your child to attend this provision due to your critical worker status or if your child falls into one of the identified groups and you DO wish them to attend school from 4 to 8 January.

<https://forms.office.com/Pages/ResponsePage.aspx?id=svRAecJqukWVZVvTgdjPcKUJFggj28xCi9aX7ff3kepUNUtWTjdOVzFaQIVFNINMDJBTkpSVlo1My4u>

Year 12 students taking BTEC Business exam, Wednesday 6 January

This exam will go ahead as planned. Students should arrive at 8:30 and go to the Open Area, the exam starts at 9am. Students in this group are also asked to attend school from 1-3pm on

Tuesday 5 January for an additional revision session. This will take place in IT2 and you are asked to arrive in school between 12:45 and 12:55 and go straight to IT2.

Week commencing 11 January 2020

At present, students in Years 11 and 13 are due to be back in school from Monday 11 January. A further letter will follow to parents of children in these year groups during the first week of term,

Provision for students in Years 7-10 for this week is now to continue to receive live lessons on line **and will not be able to come to school**. This is with the exception of children of critical workers and those identified as vulnerable. A further form for registering your child for our critical worker provision for the week commencing 11 January will follow in due course.

A register will be taken in each lesson and students are expected to be present and engaged in their learning. There will be no tutor time activity or assembly in this week for students at home.

Testing

As you may have seen in the news, schools are being asked to provide provision for COVID-19 testing from January 2021. I now have further details in relation to this and will be communicating these with you at the start of term, We are committed to providing a testing provision for all staff and students and now need time to look at the resources and implications of this.

I would like to take this opportunity to thank you for your support this year, we have overcome many challenges and remain resolute in our commitment to providing your children with the best experience and education possible. Our newsletter captured so many of the great things that have been achieved this term. If you have not had chance to read it yet, I encourage you to do so at [TCA Winter 2020 Newsletter\(1\).pdf \(theacademycarlton.org.uk\)](https://theacademycarlton.org.uk/TCA%20Winter%202020%20Newsletter(1).pdf)

Yours sincerely

Richard Pierpoint
Executive Head