

18 March 2020

Dear Parents/Carers

It is not without deep thought that I have made the decision to enact a partial closure of the academy. As of tomorrow Thursday 19 March 2020 Years 9 and 10 will be asked to remain at home. In order to support parents who look after younger children we will still be open to Years 7 and 8. We will also remain open for Year 11.

Please can I reassure you that currently we have no confirmed cases of the COVID-19 amongst students or staff within the academy however, we now have a large number of staff who are self-isolating for the variety of reasons which have been advised most recently by the Government. As a result our staff to student ratio does not meet the necessary guidelines to ensure the safe supervision of our students. Years 9 and 10 have access to a wide variety of on line learning materials. **In addition, any students who are entitled to free school meals may come to school for lunch but must come in full school uniform.**

### Home Learning

We have previously communicated with you to explain what the process will be for setting work for students during the enforced closure. Google Classroom is the means by which teachers will set work for their classes. In order for parents/carers to support their children at home, we have created a [Home Learning webpage](#) which provides you with guidance on how to access Google Classroom with your child.

To access this information click on the [red button](#) which is located on all school websites titled 'School Closure'. This will take you to a dedicated school closure landing page which will then direct you to primary and secondary information. Clicking on the secondary button will take you to further information about how to access home learning for your child.

All students have been shown how to access Google Classroom and we have checked that they have their login and password details. Students have been given a sticker with this information which will be in their planner.

We are mindful that the Home Learning we are setting will require access to the internet. Please discuss with your child how they will manage their data usage on their mobile phones, should this be the device they use to access work.

### Reporting Confirmed Coronavirus Cases

If your child or someone who lives in your household receives a confirmed diagnosis of Coronavirus, we are asking that you let us know this by completing the form that you can find on the 'Home Learning' page titled 'Reporting Coronavirus'.

## Updates

All updates regarding school closure and subsequent reopening will be published on official school social media accounts, websites and on the Home Learning page: <https://homelearning.outwood.com/>.

The school will use the text messaging service to contact you about when the school will reopen and arrangements for your child to return to school.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Angela Hull', written in a cursive style.

Angela Hull  
Principal