



# Ashton Community Science College

*'a school to be proud of'*

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Dear Parent/Carer

You may have heard that many schools within the district and indeed around the country have been forced to send children and staff home due to suspected or confirmed cases of Covid-19. There seems to be an inevitability that children and staff will be caught up in the need to self-isolate. I realise that these are worrying times and that as parents you will be concerned not only about your child's well-being but also their education and I wanted to write to you to share our contingency plans.

Whilst this is obviously not something that we ever wanted to happen, the reality is that as the R-rate increases then the chances of this happening also increase. We have put in place extensive planning over the Summer to make school as safe as possible, and I would like to thank our staff and parents for dealing with the situation so efficiently and effectively.

Where a student is unable to attend because they are complying with Public Health advice, it is imperative that they continue with their education and we are asking parents to support with this. To make sure your child can still access the curriculum remotely, we have set up home learning using Microsoft Teams. We trialled this during lockdown and it worked well, so we are rolling it out to all year groups.

## What is Teams?

Teams is a Microsoft application and we recommend that you download the Teams app as this is easier to use and much quicker. Teams will be a frequently used application for any home learning, including homework, so it makes sense to have the app running on your device rather than having to search for Teams every time you want to use it. Your child will need to sign in using their school email and password. We have been showing students how to use Teams, so they should be familiar with what to do. There are also very detailed step-by-step guides under the "home learning" section on the school website.

## When will my child use Teams?

**When they are in school:** teachers will set classwork and homework on Teams as a matter of course when all children are in school. They will deliver lessons face to face as normal, and may set tasks on Teams for homework. This is to help the children gain familiarity with Teams and its many functions.



**In the event of a Class or Bubble isolation** – your child will be sent home. Class teachers will deliver live lessons through Teams, following the normal school timetable. Your child will be sent an invite and they will need to join the lesson at the usual time the lesson would take place. They do this by clicking on the invite that will appear in their Teams calendar. There will also be resources, tasks and assignments to complete in the Teams area. Teachers will feedback to students and students will have the opportunity to ask questions during the lesson.

**Individual self-isolating, whilst awaiting test results.** – you have kept your child at home. They can't physically come into school and they cannot access their live lesson, but they can still access all their lesson content via Teams. Your child's class teacher will send them a message to tell them what lessons and tasks they need to complete. They will be able to message their teacher and ask for help. Please be aware that a teacher might not reply straight away as they may be teaching.

Your child will also receive regular contact from a member of staff to ensure that they have managed to access the work and check on their well-being.

The DFE are clear in their expectation that children should be able to continue with their learning whether they are in school or at home. Our contingency plan is dependent on each child having their own device and internet access to use Teams. We appreciate that this will place pressure on some families where, alongside parents working from home, there may be multiple children needing to access online learning at the same time and device availability may be limited.

Please contact school if you have any concerns regarding this and we will do our best to help to find a way for your child to access the learning resources.

Yours sincerely



Miss S Asquith  
Headteacher