

25th September 2020

Our Ref: CP.JL.2028

Your Ref:

Dear Parents/Carers,

Re: Bubble Closure – Year 12

There has been a confirmed case of COVID-19 in your child's year group. As you will be aware, your child's year group or 'bubble' has been closed.

The school will continue to support your child's learning using the remote learning platform called Microsoft Teams. This is the same platform that was used during lockdown. Your child's login for Microsoft Teams is the same as the login they use for the school network (their school email and their password).

The expectations of learning from home are as follows:

- Your child must follow their **normal timetable**. This means that there will be 25 hours of work a week provided while working from home.
- For each subject, there will be a pre-recorded video or presentation that your child will need to watch that will last approximately 20 minutes each timetabled lesson. This will provide your child with the information they will need to support their learning. This will be posted in their subject teams by their teacher.
- This will be followed by a task/activity that will allow your child to apply the knowledge they have learnt. This will be set in the form of an 'assignment'. This must be submitted on the deadline set by the teacher.
- Your child will be expected to be online, during the times indicated on the attached timetable. During this time, their teacher will be available to answer any questions your child may have and give the teacher a chance to check your child's understanding of the work.
- Your child is expected to collaborate with other students in their class using the 'post' function in their subject team. This will provide the opportunity for your child to discuss the work with others.

If your child does not attend their allocated online session and do not submit their work when required, a member of the year team will contact you directly as part of a 'safe and well check'.

Timings for your Child's Day (Year 12):

Timings	Lesson / Activity
8:30 – 9:10	Tutor Time
9:10 – 10:10	Lesson 1
10:10 – 10:30	Break
10:30 – 11:30	Lesson 2
11:30 – 12:30	Lesson 3
12:30 – 1:00	Lunch
1:00 – 2:00	Lesson 4
2:00 – 3:00	Lesson 5

Online Learning Code of Conduct

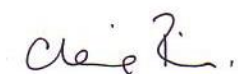
Students should:

- Check their timetable to know when they should be online to watch posted lessons and when their allocated time is to speak to their teacher
- Be on time for all allocated times to meet with their teacher
- Not be doing other activities (e.g. music, games, playing with their phone) during sessions
- Always use their proper name, not using nick names when posting in their subject teams
- Only type and post messages that are related to the subject and are sensible
- Not record or take screen shots of the screen while working online
- Behave with respect towards others, at all times

Parents/carers should:

- As far as possible, ensure that your child has an appropriate space in which to work/login to Microsoft Teams and any other online learning platforms
- Remind their child of the appropriate way to behave while working online and only post comments that are related to the subject and are sensible
- Ensure there are parental controls on any device your child is using for help with this, please follow this link: <https://www.nspcc.org.uk/keeping-children-safe/online-safety/parental-controls/>
- Know how to keep children safe online. The government's guidelines on this is here: <https://www.gov.uk/government/publications/coronavirus-covid-19-keeping-children-safe-online/coronavirus-covid-19-support-for-parents-and-carers-to-keep-children-safe-online>

Best wishes,



Claire Price
Principal



YEAR 12 Bubble lockdown timetable

You will work for the same number of hours at school, the lessons that are highlighted green are where you should work independently through the work set by your subject teacher in Teams.

You will need to be **online with your teacher on Teams in the highlighted orange slots.**

Your tutor will call you once a week during the normal tutor time to see how you are.

You need to follow the timetable for each day as shown below.

MONDAY

Monday Reg	9.10-10.10	Break	10.30 - 11.30	11.30 - 12.30	Lunch	1.00-2.00	2.00 - 3.00
12A Tutor check in ADA	12B/Bi online SPA	BREAK	12D/Ar EVA	12E/Dr online ELE	LUNCH	12C/Gg CWR	12A/Bu online KMI
12B Tutor check in KMI	12B/Mu Online CBU		12D/Ch MBY	12E/En online JED		12C/Hs PBL	12A/Da online LMI
12C Tutor check in LPR			12D/Cr online SBA	12E/Hs online MRO		12C/IT ADA	12A/Hi ARI
			12D/Sp online DTR	12E/Ma Online PRI		12C/Ph DAL	12A/Ps online SWI
				12E/Sp online APA			12A/ExEn online LCA

TUESDAY

Tuesday Reg	9.10-10.10	Break	10.30 - 11.30	11.30 - 12.30	Lunch	1.00-2.00	2.00 - 3.00
12A Tutor check in ADA	12B/Bi HHA	BREAK	12A/Bu KMI	12E/Dr ELE	LUNCH	12C/Gg online LPR	12C/Gg JDA
12B Tutor check in KMI	12B/Mu CBU		12A/Da LMI	12E/En JED		12C/Hs online PBL	12C/Hs MRO
12C Tutor check in LPR	12I/Ex online RDO		12A/Hi EWA	12E/Ma RKU online		12C/IT online ADA	12C/IT ADA
			12A/Ps SWI	12E/Sp APA		12C/Ph online DAL	12C/Ph JCA
			12A/ExEn LCA				

WEDNESDAY

Wednesday Reg	9.10-10.10	Break	10.30 - 11.30	11.30 - 12.30	Lunch	1.00-2.00	2.00 - 3.00
12A Tutor check in ADA	12E/Dr ELE Online	BREAK	12D/Ar online ADI	12A/Bu KMI	LUNCH	12D/Ar JCL	12B/Bi online HHA
12B Tutor check in KMI	12E/En RDO		12D/Ch MBY Online	12A/Da LMI		12D/Ch KHR	12B/Mu CBU
12C Tutor check in LPR	12E/Hs online SRI		12D/Cr SBA	12A/ExMa online SWA		12D/Cr SBA	12ExMa online BKN
	12E/Ma PRI		12D/Sp LPA Online	12A/Hi online ARI		12D/Sp DTR	
	12E/Sp JLE online			12A/Ps SRI			

THURSDAY

Thursday Reg	9.10-10.10	Break	10.30 - 11.30	11.30 - 12.30	Lunch	1.00-2.00	2.00 - 3.00
12A Tutor check in ADA	12A/Bu KMI online	BREAK	12E/Dr ELE	12D/Ar JCL online	LUNCH	12C/Gg CWR online	12D/Ar ADI
12B Tutor check in KMI	12A/Da LMI online		12E/En online RDO	12D/Ch MBY		12C/Hs MRO	12D/Ch online KHR
12C Tutor check in LPR	12A/Hi EWA online		12E/Hs PBL	12D/Cr SBA		12C/IT ADA	12D/Cr SBA online
	12A/Ps SWI		12E/Ma PRI	12D/Sp LPA		12C/Ph JCA Online	12D/Sp LPA
			12E/Sp JLE				

FRIDAY

Friday Reg	9.10-10.10	Break	10.30 - 11.30	11.30 - 12.30	Lunch	1.00-2.00	2.00 - 3.00
12A Tutor check in ADA	12A/Bu KMI	BREAK	12B/Bi SPA	12C/Gg LPR	LUNCH	12B/Bi HHA	12E/Dr ELE
12B Tutor check in KMI	12A/Da LMI		12B/Mu online CBU	12C/Hs online MRO		12B/Mu CBU	12E/En JED
12C Tutor check in LPR	12A/ExMa S WA			12C/IT Online ADA		12I/Ex ABR online	12E/Ma RKU
	12A/Hi ARI			12C/Ph JCA			12E/Sp APA
	12A/Ps online SRI					12ExMa BKN	