

2 January 2021

Dear Parents and Carers,

January 2021 Restart: Updated Arrangements

Firstly, we would like to take this opportunity to wish you good health, happiness and a return to some sense of 'normality' for 2021.

Secondly, we would like to apologise for contacting you during a school holiday, and over a weekend, with important information. However, this has become necessary following the recent government announcement that schools will remain closed to students at the start of Term 3.

Therefore, we would ask that you disregard the communication that we sent on the final day of Term 2, and take the time to read this letter, which outlines what the revised arrangements for students at The Latimer Arts College will be.

Who should attend school and when?

Monday 4 January 2021 remains a Training Day. This is an extra day that has been permitted in the government guidance to allow for planning time. No Remote Education will be provided for students on this day.

However, the BTEC examinations that are scheduled on this day will go ahead. **Students in Years 12 and 13 students who have an exam must attend.** We ask that these students report to their scheduled examination venue where staff will be on hand to meet and greet them.

From **Tuesday 5 January until Friday 8 January** only the following students are now permitted to attend school:

- Any students in Year 12 and 13 who have a BTEC exam scheduled (students should just attend for the duration of their exam)
- Any student who has an education, health and care (EHC) plan
- Any of our students who we have identified as priority students and whom we have invited to attend school
- The children of critical workers who are unable to make alternative childcare arrangements.

From **Monday 11 January until Friday 15 January** only the following students are permitted to attend:

- All students in Years 11 and 13 (***please note that the government guidance is unclear on this at the moment, indicating that during this week students are expected to return but the date is not yet specific.***)
- Any student who has an education, health and care (EHC) plan
- Any of our students who we have identified as priority students and whom we have invited to attend school
- The children of critical workers who are unable to make alternative childcare arrangements.

From Monday 18 January it is anticipated that all students will return to school for face to face education. However, we will continue to monitor the guidance from the government and update you accordingly.

What is the definition of a critical worker?

The government definition of a critical worker can be found here:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

If you feel that your child meets this criteria and you would like them to attend school from Tuesday 5 January, please email Ms Pankhania jpankhania@latimer.org.uk and in your email we will need to know:

- The name of your child
- The year group that your child is in
- The name of the parent/carer
- The critical role that the parent/carer has
- The name and contact details including the address and telephone number of your employer
- The days and times that you wish your child to attend school between Tuesday 5 and Friday 8 January (this may vary depending on shift patterns/days of working)
- Additionally, now, the days and times you wish your child to attend school between Monday 11 January and Friday 15 January

Please provide this information by **9.00am on Monday 4 January** at the latest so that we can make the necessary arrangements.

Please note that this provision now applies to Year 11 students from Tuesday 5 January until Friday 8 January.

This provision will only be offered to those students who meet the criteria. Whilst we would dearly love to have all of our students in school, we must remind parents and carers that as Northamptonshire is now in Tier 4, there is a stay at home order. Wherever possible, it is deemed safer for students to stay at home.

What will the arrangements be for a child who attends the Childcare Provision?

We will email confirmation that your child is eligible for a place in our Childcare Provision. Students should then attend on the days that have been requested.

We anticipate that students will follow the normal timetabled day, commencing at 8.30am until 3.00pm and we would ask you to inform us if you wish your child to attend for a shorter amount of time.

At the start of the day, students should arrive at their designated Learning Zone outdoor area where staff will be on hand to meet and greet them:

Year 7: Tennis Courts
Year 8: English Learning Centre
Year 9: Peace Garden
Year 10: Maths Learning Centre
Year 11: Quad
Sixth Form: Masque

The dress code will be informal and so students **do not** need to wear uniform. We do ask that they wear clothing that is suitable for a school setting and for the time of year.

There will be a catering provision, with students able to purchase grab and go food at lunchtime.

Students will follow the same Remote Education timetable that those who are staying at home. We do ask that they bring trainers and suitable outdoor clothing with them as we will try to provide some physical activity.

Who will be undertaking Remote Education?

From Tuesday 5 January until Friday 8 January all other students will undertake remote education. This means that all students who do not meet the above criteria and those in Year 12 and 13 who are not in exams will all learn from home.

Please note that whilst it is not mandatory for remote education to be provided for all year groups during this week, we are keen to ensure as much continuity of education as possible and so have taken the decision to deliver as full a curriculum as possible to all. Therefore, it is important that you encourage your child/ren to engage with this process from Tuesday 5 January so that they do not fall behind.

From Monday 11 January until Friday 15 January, all students in Years 7-10 and Year 12 who do not meet the above criteria will continue with remote education, with Year 11 and 13 expected to return to school at some point that week.

When will the College re-open to all students?

All students are expected to return to school on Monday 18 January. We will continue to monitor this and provide any updates if this changes.

How will Remote Education Work?

Remote Education will be a blended approach whereby students will either be attending a lesson on Microsoft Teams or they will be provided with learning to complete independently. This learning will follow the normal timetable and the normal curriculum that a student would be studying at the start of Term 3. Students will undertake 2-3 Teams sessions per day from Tuesday 5 January until the end of their period of remote education.

Students will also participate in a tutor time Teams session on Wednesday each week during their normal tutor time slot. The aim of this session is for the form tutor to check in with students and support with any questions or concerns that they may have.

How will students know what learning they should be completing and when?

Students should use Satchel:one in order to support them with organising their Remote Education. Each day, for each of their timetabled sessions, it will indicate if the lesson is a Teams session or an independent learning session. Students can also access the timetable on the [Remote Education](#) page of our website. There are also details on this webpage about how to access Microsoft Teams.

What do I do if my child does not have any IT access?

In order to access Satchel:one or Teams, your child will need access to a smartphone, tablet, laptop or computer, that can connect to the internet.

If your child does not have any IT access, please email Ms Pankhania: jpankhania@latimer.org.uk and we do all that we can to support with this.

Will the College be offering mass testing to students at the start of Term 3?

From Monday 4 January, the College will start to review the government information on mass testing in schools. This information is still being issued in a piecemeal fashion, with more documents to be published some time over the weekend.

Whilst to want to do everything that we can to support the return to school for all students as quickly as possible, we are sure that you will appreciate that the implications of mass testing are huge. Therefore, we are not currently in a position to give you an informed decision about what is possible and when.

However, we will be giving it our full attention from Monday 4 January and will do everything that we can to update you over the course of next week as quickly as we can.

If you do wish to ask any questions, you can send an email via mail@latimer.org.uk or alternatively, our reception service will commence on Monday 4 January and you are welcome to call us on 01536 720300.

In the meantime, we thank you again for your patience and understanding, which is much appreciated. We can only apologise for having to make late changes.

Ms. S. Heame

Ms Siobhan Hearne
Principal