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**31<sup>st</sup> December 2020**

Dear Parents and Carers

**Re: Start of Term Arrangements**

Firstly, I hope that you have all managed to have a safe and enjoyable Christmas break.

I am writing to clarify the start of term arrangements that have developed since I last wrote to you before the Christmas break. As many of you will be aware, the Government on Wednesday afternoon changed its guidance regarding the start of term in January for all schools and has advised that secondary schools in England should **not** fully re-open to all students and staff following the Christmas holidays until Monday 18<sup>th</sup> January. Equally, I am aware from many of the reports in the media that there is a great deal of ambiguity about expectations for students and their learning at the start of term.

The following arrangements for students at TNHA will now apply:

**From Tuesday 5<sup>th</sup> January until Friday 8<sup>th</sup> January:**

- only the children of critical workers and those who are deemed vulnerable should attend the academy in person
- all other students will access remote learning as described below. This includes all students in Year 7 to Year 11.

**From Monday 11<sup>th</sup> January until Friday 15<sup>th</sup> January:**

- students in Year 11 should attend the academy in person, along with the children of critical workers and vulnerable children
- all other students will access remote learning as described below.
- any students due to sit external vocational exams should attend the academy at the time of their scheduled exam only.

Unless guidance changes again in the meantime, we will reopen to all students in person on Monday 18<sup>th</sup> January.

**Children of Critical Workers Provision**

Thank you for those of you who are critical workers and have already indicated that you require provision for your children during the first week of term. If you require the critical worker provision and have not done so already please complete the short form at the link below.

[https://forms.office.com/Pages/ResponsePage.aspx?id=AK\\_IDCh5ckCpJcQ08LWju1pUaAlVVPJGvsJqVXqTJrpUMjBQUFJMM1Y0R1IWWFFaZyYVloyQlIYVS4u](https://forms.office.com/Pages/ResponsePage.aspx?id=AK_IDCh5ckCpJcQ08LWju1pUaAlVVPJGvsJqVXqTJrpUMjBQUFJMM1Y0R1IWWFFaZyYVloyQlIYVS4u)

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or by scanning the code:

Alternatively, please call the academy before 12pm on Monday 4<sup>th</sup> January, so that we can arrange appropriate provision.

The form asks you to indicate which days you will require for the first week of term. We will issue further guidance later in the first week of term about the week commencing 11<sup>th</sup> January.

The current Government definition of 'Critical Workers' can be found at: [Critical workers and vulnerable children who can access schools or educational settings - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/news/critical-workers-and-vulnerable-children-who-can-access-schools-or-educational-settings)

Students who are attending the academy as children of critical workers will need to wear normal academy uniform. These students will have access to the same live lessons and will work in the same way as students who are accessing work remotely. It would be useful if students who have their own headphones could bring them when they attend so that they can easily listen into the lessons that are being delivered. Students will be able to order a limited selection of food from the academy canteen at breaktimes and lunchtimes in the same way as they have been doing during the Autumn Term.

The academy minibuses will operate as normal and we have been informed that county school transport will be running as normal. Should any of this change again we will let you know.

### **Remote Learning**

As previously indicated, all students from Years 7 to Year 11 will now receive their learning remotely for the first week of term (i.e. from Tuesday 5<sup>th</sup> January) and they will be expected to engage fully with this. We thank you, in advance, for your support with this. These online lessons will follow the normal student timetables. Students will be able to access their learning via Microsoft Teams. Work will be delivered as a combination of 'live lessons' as well as additional written work set. All students have been shown how to access their work via Microsoft Teams but additional guidance will be available on our website.

Live lessons will be recorded and accessible in the class room on TEAMS in each student's area. This means that they can be accessed again or watched at a different time where students have to work around shared IT equipment. Teachers will take a register for all lessons and if a student is unable to access a lesson they should email their teacher explaining this and then email to confirm that they have watched the lesson and completed the work when this has been done. It is important that we know of any students who have not accessed the learning expected for their return to the academy and so we can contact them to provide support.

Further help with accessing Teams and live lessons can be found on the academy website at this link: <https://tnha.attrust.org.uk/students/remote-learning/>

### **Year 11 Exams**

As I write this, the exam boards have made it clear that any external exams that were scheduled to take place in January will still take place. We will contact Year 11s who were due to take exams over the first few weeks of term to let them know of the details and to support them with their preparation for these exams.

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### **School Testing**

As yet, we do not have any formal information on the schools testing programme that the Government has talked much about over the last couple of weeks. This process should be starting in all schools in January and I will write to you again during the first week of term to provide an update on this and any other developments that take place over the course of the week. Please be assured that I, along with all members of the academy and Trust continue to work hard to ensure the continuation of education for all of our students and a safe environment for everyone.

Again, we appreciate that this change is short notice and may cause you some inconvenience but it is essential that we closely follow all Government guidance on COVID-19 in order to safeguard our students, staff and wider school community. We will endeavour to keep you updated with any changing circumstances as we are made aware.

I hope that you and your families can enjoy what is left of the Christmas break and I would like to take this opportunity to wish you all a safe and more optimistic New Year.

Kind regards,

A handwritten signature in black ink, appearing to read 'M Woodhouse', followed by a small horizontal line.

**Mr Woodhouse**  
**Principal**