

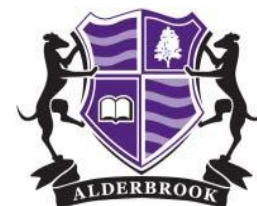
Alderbrook School

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Dear Parents/Carers

First of all we would like to congratulate students who have adapted so well to the new routines in classrooms. It is fantastic to see many engaging well with their teachers and peers and enjoying lessons. We are particularly delighted at how our new Year 7s and 12s have settled into school.

I am writing to give you information about how we will need to adapt should there be further restrictions. Our primary concern has been to ensure we can move from classroom to remote learning as fluidly as possible to minimise disruption to learning.

Recent Government guidance gives details of different tiers of intervention which will be implemented. These tiers are expected to be phased in as needed in respond to local and national outbreaks. Schools need to have a contingency plan based on these restrictions.

The tables below explain how we intend to respond to each of the four tiers:

Tier 1

Context	Action for schools	Information for parents/carers and students
We will remain open to most students, with some students self-isolating.	<p>Teachers will be teaching lessons in school to students who are present.</p> <p>Lesson resources will be uploaded to Teams at the end of the teaching day, so students can complete this work the next school day if well.</p> <p>In the eventuality that a whole class is isolating, the teacher may schedule a lesson for the 'lesson time'. These lessons will be recorded so students do not miss out.</p>	<p>Students in school must bring all their own equipment so no sharing occurs, and wear a face covering whenever they are moving within the school building.</p> <p>Students who are isolating at home must check their timetables and see if any lessons have been scheduled for the lesson time. For these students, any lessons not scheduled for the usual lesson time, will be uploaded to Teams at the end of the day, so students can complete this the next day. <i>They should check the Teams folders in files, assignments and posts to make sure they have found everything that has been set.</i></p> <p>They should also access their Homework from Class Charts if some of their class are being taught in school.</p> <p>Work can be submitted if requested, but must be brought into school when the isolation period is finished so teachers can check understanding in class.</p>

Tier 2

Context	Action for schools	Information for parents/carers and students
<p>School is partially closed and moves to a rota model for most students</p>	<p>We will confirm with parents/carers, the final agreed rota. Likely model is below.</p> <p>Teachers will be teaching their usual timetabled lessons to students who are 'in' on the rota.</p> <p>Lesson resources will be uploaded to Teams at the end of the teaching day for any of those students who are self-isolating for completion the following day if they are well (this applies for the year groups in school).</p> <p>Lessons will be set on Teams to track the timetable for the weeks when students are working from home.</p> <p>Some of these will be live lessons, but all lessons will be stored so that students can access them later.</p>	<p>Students in school must bring all their own equipment so no sharing occurs, and wear a face covering whenever they are moving within the school building.</p> <p>Students who are scheduled to be at home on the rota, will access their lessons on Teams. No homework on Class Charts will be set but there may be notices and announcements. This will be our platform for occasional direct communication to students so they must check for these.</p> <p>Work can be submitted if requested, but must be brought into school when students return so that teachers can check understanding in class.</p> <p>Broadly, learning will progress as follows on a four week cycle:</p> <p>In school – understanding checked and new knowledge In school – understanding checked and new knowledge practice tasks. At home – practice tasks At home – practice and key assessment task.</p>

Tier 2 Rota – subject to change.

Key Worker and Vulnerable Students may be in school.

	Week 1	Week 2	Week 1	Week 2
Year 7	in	in	Remote Learning	Remote Learning
Year 8	Remote Learning	Remote Learning	in	in
Year 9	Remote Learning	Remote Learning	in	in
Year 10	Remote Learning	Remote Learning	in	in
Year 11	in	in	Remote Learning	Remote Learning
Year 12	in	in	Remote Learning	Remote Learning
Year 13	in	in	Remote Learning	Remote Learning

Tier 3

Context	Action for schools	Information for parents/carers and students
Most students at home, but some year groups specified by the DFE, Key Worker and Vulnerable students maybe on site	Most teaching will switch to remote learning with some students being taught in school for the identified year groups.	<p>A new timetable is likely to be provided for the Year Groups in school.</p> <p>Students in school must bring all their own equipment so no sharing occurs, and wear a face covering whenever they are moving within the school building.</p> <p>Students will follow their timetable and access their learning remotely on Teams. No Class Charts homework will be set.</p> <p>Some lessons may not be in the Teams folder until the end of the day if that teacher is also teaching in school.</p>

Tier 4

Context	Action for schools	Information for parents/carers and students
Most students at home except Key Worker and Vulnerable students maybe on site	Mostly remote learning.	<p>Students of key workers and vulnerable students in school must bring all their own equipment so no sharing occurs, and wear a face covering whenever they are moving within the school building.</p> <p>Students working at home will follow their timetable and access their learning remotely on Teams. No Class Charts homework will be set.</p> <p>Work will be submitted to teachers. Students will be advised by teachers when to do this. The Teams platform will be used.</p>

Any student who does not have access to technology to complete their work on Teams, should make us aware of this on the questionnaire that was sent out in July, and again in September, on Class Charts or by contacting school directly via office@alderbrook.solihull.sch.uk

We will communicate with our parents/carers via email and students via class charts/email, when we are advised by Public Health England or the DFE that we need to take any action.

For Years 7 – 11, there is a Curriculum Booklet which will be available on the school website in due course. These documents outline learning by topic which will help students to stay on track. There will also be some recommended national resources signposted on there, for students to use if they wish to supplement their learning.

As teachers are setting work on Teams, parents/carers can support by ensuring that any students who are well and working from home, follow their school day as far as possible, and complete all the work set. They should always check all their lesson Teams folders each day, including looking in the files, posts and assignments sections.

Where we can facilitate live lessons, it is our intention to do so. I attach the Learner Agreement which we have asked all students to sign, to ensure they are following the correct protocol, for this and all online learning. Any live lessons will be recorded as we understand that students may not be able to log on at a given time.

Live lessons won't take place if a teacher is already teaching a class in school, if they have their own personal circumstances which make this difficult, or if the school resources don't allow this at the time. Recorded lessons with high quality resources and opportunities for students to bring work back into school or submit it remotely in the event of a longer lockdown, will help students to stay on track.

Thank you for your continuing support and encouragement. We are incredibly proud of how resilient and flexible both students and staff have been during this turbulent time and hope that you and your family remain well.

If you have any queries, please use the Contact Us page on the school website.

With best wishes



Kate Read
Deputy Headteacher