18 December 2020

Dear Parent/ Carer,

As you may know the government have announced that from January 2021 schools will support the testing of students in order to monitor and control the spread of Covid-19.

**https://www.gov.uk/government/publications/schools-and-childcare-settings-return-in-january-2021**

The government have asked that schools offer a staggered start to the January 2021 school year. While reluctant to do so, we feel we have no choice but to support the government’s efforts to reduce the transmission of Covid 19. The safety and well-being of our students and the community is paramount to us. As such, the Academy will only be open to Y11 and key worker students on Monday 4th January to 8th January 2021.

On Monday 11th January, the second week of the new half term, the school will be open to Years 7 – 10 too. To accommodate students’ return we will implement a staggered start to the school day on Monday 11th January for Years 7 – 10. Below is specific information.

**4th - 8th January 2021**

* Y11 and key worker students

**11th January 2021: All students**

* 8:30am – Years 7 and 8
* 10:00am - Year 9
* 11:00am - Year 10

While students in Years 7 – 10 are being asked to remain at home, their learning will continue on line. To support this we ask that you follow: See below.

**Registration**

During the period of home learning, it is expected that your child will register on a daily basis to show that they are accessing learning. The purpose of this is to help the academy know that your child is safe and how their learning is progressing. This will allow the school to support them effectively when they return to the classroom. Each day our attendance team will send out the following link to register: Please log in and register your child on a daily basis.

<https://forms.office.com/Pages/ResponsePage.aspx?id=HCBDF7GBoEOqWbJW_OwBUW3o2cGz7X9PrHSMZu3MAVBUOVFZNlAxS1ozNVZYSVhOQ09aUloxMFlWTi4u>

**Home Learning**

If your child has access to suitable IT (WiFi, laptops, tablets, smartphones) they should use Microsoft Sharepoint, this is because we have;

* + recorded teacher explanations to support their learning
  + Clear instructions as to what tasks need completing
  + All the resources they need

The link: <https://leadacademytrust.sharepoint.com/sites/BirleySecondaryAcademy>

Students need to log on with their email address and usual password.

* The email address format is as follows:
  + Initialsurname[@students.birleysecondaryacademy.co.uk](mailto:18@students.birleysecondaryacademy.co.uk) (There may be a number after the surname)
  + E.g. jsmith[@students.birleysecondaryacademy.co.uk](mailto:18@students.birleysecondaryacademy.co.uk) (There may be a number after the surname - E.g. jsmith4[@students.birleysecondaryacademy.co.uk](mailto:18@students.birleysecondaryacademy.co.uk))

During this time we are expecting all students who are not ill to be **following their usual school timetable**. For example, on a Tuesday they might have Maths, English, Science, Art and DT. We would expect them to work for half an hour to an hour on **each** of these subjects on that day. Their teachers will leave instructions on how they would want this work submitted. Usually it would be by email. If they are working on paper they should bring the work into school on their return.

**Please note: They will not be able to type into the PowerPoints or Word documents unless they download it to their device. Where this isn't possible they should complete their work either on paper and photograph it to email to their subject teachers, or create a new Word document that they can attach to an email.**    
  
If your child does not have access to suitable IT, we will provide paper resources which can be collected from reception. Please let us know if that is the case.

**Wellbeing**

In order to help your child learn at home it is a priority that we support them in feeling confident and at ease. To help wellbeing during home learning we will designate a key adult (where appropriate) to be in touch and offer support.

You can also contact Mr Bradley (assistant headteacher for Personal Development) on:

[jonathanbradley@birleysecondaryacademy.co.uk](mailto:jonathanbradley@birleysecondaryacademy.co.uk)

In addition to this support there are various organisations that offer on-line support to help children and young people work through worries:

Door 43 (a forum for young people to discuss concerns)

[Door43@sheffieldfutures.org.uk](mailto:Door43@sheffieldfutures.org.uk)

08082758892

Epic Friends (NHS initiative aimed at supporting young people’s wellbeing)

EPICFRIENDS.co.uk

**Safeguarding**

Our rigorous approach to Safeguarding will continue while children are learning at home. If you have any concerns about a child please get in touch with a member of the safeguarding team:

Mark Jones (Deputy Headteacher and Designated Safeguard Lead)

[markjones@birleysecondaryacademy.co.uk](mailto:markjones@birleysecondaryacademy.co.uk)

239 2531 ext. 2280

Jessica Abbott (Safeguarding Officer)

[jessicaabbott@birleysecondaryacademy.co.uk](mailto:jessicaabbott@birleysecondaryacademy.co.uk)

239 2531 ext. 2269

Maria Thomas (Assistant Headteacher for Adapted Curriculum)

[mariathomas@birleysecondaryacademy.co.uk](mailto:mariathomas@birleysecondaryacademy.co.uk)

239 2531 ext. 2279

There is also support available at the Sheffield Safeguarding Hub if a concern arises outside of school hours: **0114 273 4855**

Thank you for your continued support.

Yours faithfully



Gina Newton

Headteacher