



Our Reference: KH/GHR

15<sup>th</sup> January 2021

Dear Parents/Carers

I would like to thank you all for your support and patience during the past two weeks. Once again it has been necessary to make changes to our planning and provision after the announcement of a period of national lockdown. For confirmation, primary and secondary schools closed from 5th January 2021 for on-site attendance except for vulnerable students and the children of critical workers. All other students will be remotely educated until February half term. Below are some important changes and reminders.

### Children with COVID-19 symptoms

A reminder that if your child develops symptoms at any time (such as a high temperature; a new, continuous cough; or a loss or change to their sense of smell or taste) they must immediately self-isolate, and book a test by calling 119 or visiting <https://www.gov.uk/get-coronavirus-test>.

### Revised school day timings – from Monday 18<sup>th</sup> January

For the period of national lockdown we will be modifying our lesson timings. These will come into effect from **Monday 18<sup>th</sup> January** and are shown (right). The reason for this change is that currently our lesson timings are staggered to take account of different year groups when they are in school. The new timings will make it easier for families who have children in more than one year group. It will also be more straightforward for staff to manage.

8:35 – 9:00	Registration
9:00 – 10:00	Period 1
10:00 – 11:00	Period 2
11:00 – 11:15	Break
11:15 – 12:15	Period 3
12:15 – 13:15	Period 4
13:15 – 13:55	Lunch
13:55 – 14:55	Period 5

### Student engagement with Remote Learning

Teachers at school are working incredibly hard to provide a blended learning experience for our students. This approach includes live lessons via Microsoft Teams and tasks/resources on Show My Homework. In addition to lessons there will also be a daily tutor time, starting at 08.30 each day. From Monday 18<sup>th</sup> January, tutor time will be live four days a week, with a pre-recorded Personal Development assembly on the other day.



Students are required to engage daily with their online learning. If teachers are concerned about a student's engagement, or if a student is not logging into Show My Homework on a regular basis, a member of school staff will be contacting home to provide support and attempt to remove any barriers to remote learning.

### **Students without access to the Internet and a compatible device at home for accessing live lessons**

We have taken great steps to understand which families are not able to access the Internet at home and those who have the internet but do not have access to a device that will enable you to access live lessons. However, if this continues to be a problem, do get in touch with the school for support in accessing the remote learning using the email address [remotelearning@brookfieldcs.org.uk](mailto:remotelearning@brookfieldcs.org.uk).

### **Contact with Year 11 and Year 13 students**

More information on the arrangements for the summer's awarding of grades will follow when Ofqual publish more specific guidelines. Over the next two weeks we will be getting in touch with all Year 11 and 13 students. The aim of this contact is to allow staff to check with students regarding how they are coping with remote learning and to allow students to share any concerns they may have at this time. This will be done through senior staff, teachers and tutors. More information will follow next week regarding appointments with students.

### **Rapid COVID-19 testing at Brookfield**

Since we returned to school last week, school staff have done an incredible job in setting up our testing centre for staff and students, where lateral flow tests are conducted on a daily basis. We have so far conducted over 300 tests. Along with the other protective measures we are taking, these tests will help staff and students to remain in school safely. Up to one third of people who have COVID-19 experience no symptoms. By testing we will help to stop the virus spread and help to keep our school open as safely as possible.

**Consent for testing** - a separate letter has been sent inviting all parents/carers to provide consent for students to be tested when they are in school. This consent is to be provided using the electronic form detailed in the letter. Thank you to the large majority of parents who have completed this form. Reminder text messages have been sent and I would be grateful if any parents that have not responded to do so as soon as possible.

**Rapid COVID-19 testing volunteers** – another 'thank you' to those parents/carers who have responded to our request for volunteers to support our testing arrangements. Note that we expect to call on our volunteers only when students return in full. The testing arrangements for staff and students will require a sizeable staff team, in a variety of roles. The good news is that it is not too late to volunteer if you feel that you would be able to assist school in this area. Please contact Assistant Headteacher, Sarah Metcalfe-Murgatroyd, by email on [S.Metcalfe-Murgatroyd@brookfieldcs.org.uk](mailto:S.Metcalfe-Murgatroyd@brookfieldcs.org.uk) or contact the school on 01246 568115.

### **Careers Support for Year 11 and Year 13**

We are very aware of the importance of continuing to support students in Year 11 and 13 with their Post-16 and Post-18 applications. Our Careers Advisor Anne Brown is continuing to work from school

one day a week and will be prioritising students in Year 11 and 13 who are either wanting to apply for an apprenticeship or who are still undecided about their next steps. Any student from any year group can of course request a meeting with Anne by asking their Form Tutor.

Whilst Year 10 work experience and Year 11 mock interviews are unable to happen in the usual ways, we are exploring virtual alternatives and will update you once we have finalised our plans. We will continue to share any opportunities or information about virtual careers events on SMHW via the noticeboard. The Careers section of the school website also has many useful resources for students and parents, including live Local Market Information.

We understand that many students may be missing their friends and teachers and indeed the whole experience of attending school. Please encourage them to engage fully with all of the provision that is on offer for them. School, although physically open to only a smaller number of students, remains fully open to all online and through all of the channels of communication that we use in order to support one another.

I would like to take this opportunity to thank you for your ongoing support this academic year. We have hopefully overcome the initial challenges and technical issues and remain committed to providing your children with the best experience and education possible.

Yours faithfully

A handwritten signature in black ink, appearing to read 'K Hirst', written in a cursive style.

Mr K Hirst  
Headteacher