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Executive Principal Dr Hilary Macaulay

13 March 2020

Dear Parents/Carers

Re: SKA Continuity of Education Strategy around COVID-19 (Coronavirus)

Further to the regular communications I have sent to all parents/carers since 11th February via our Parent Email system regarding COVID-19 (Coronavirus), I wanted to update you on a number of things as we approach the weekend.

1. The Academy has a robust **Continuity of Education Strategy** in place for our students ready to be enacted if or when we are instructed to take further action by Public Health England, the Government/Department for Education. Further details will be sent in due course and students advised. This utilises our existing 'cloud-based' systems for Independent Learning we have in place namely **Class Charts, Foldr, SAM Learning** and **UniFrog**. We are reminding students of the importance of both checking and then making a note of their login and usernames for these systems as they will not be able to get this information from the Academy if or when the Academy closes. It would be helpful if all parents/carers also make sure their children pass these access details to you over the weekend and you check that they work. Those students who do not have access to the internet at home will have packs given to them to take home which follow the same lessons as those of their peers who access them online.
2. Students will be expected to follow their normal Academy timetables and work will be set in specific class/teaching group folders on **Foldr** as if the normal school week was in session. Students will be given clear instructions as to how to return work for marking via our online systems Class Charts and Foldr.
3. The Academy wishes to reduce the volume of email traffic during any period of closure so that the focus can be on providing work for students and also dealing with any reduction in staffing that may occur through illness. We therefore ask that students use the communication systems which will be outlined to them.
4. We will also communicate, via the Parent Email system, to parents/carers any updates or changes in circumstances if or when they may arise once either a partial or full closure of the Academy is in place as we have done so far.
5. In the event of an instruction for the Academy to either partially close or close entirely we will communicate this to you via a text and the Parent Email Mail system but in the meantime **IT IS ESSENTIAL THAT EVERY CHILD HAS A NOMINATED SAFE PLACE TO GO DIRECTLY TO ON BEING DISMISSED FROM THE ACADEMY in the event of there being little or any notice given to do so**. If you have not already communicated the details of their destination to the Academy please do so as a matter of urgency directly to your child's Head of Year. As you will appreciate, many staff may also have to leave quickly to look after their own children so we will be unable to keep children in the building.

We appreciate that these are unusual circumstances we find ourselves in as a country, but we are working to support our students as fully as we can with the restrictions that may be placed upon us in terms of remote working.

Thank you for your continued support.

Yours sincerely

Dr Hilary Macaulay
Executive Principal