



8th January 2021

Dear Parents/Carers,

I hope that you are all keeping well and remain positive in light of the recent announcements, I feel optimistic that we will be welcoming all students back to school in the very near future. Following the two government announcements this week:

- 1. Schools in England will remain closed until at least 22nd February 2021**
- 2. All A-levels and GCSE examination are cancelled in 2021**

I write to you to explain Riverside School's response and how we aim to support you and your child during this time.

1. Schools in England will remain closed until at least 22nd February 2021

Remote learning

From Monday ALL students from Year 7 to year 13 will attend remote lessons with their teacher online for all subjects. Students will follow their normal school timetable and to do this must simply log on to their Microsoft Teams account. I attach a guide to follow and the **IT SUPPORT HOTLINE** is available for anyone who is struggling to log on or access Microsoft Teams - phone: **0203 909 2337** (8:30-16:30 Monday to Friday).

Access to technology

We have loaned over 150 laptops to students who do not have access to any technology at home. We have requested more laptops from the DfE, but currently have no more to lend. Please let us know if your child has no access to technology or Microsoft Teams and we will be able to support you.

Free mobile data

We know many students are working on mobile devices. On Monday we will email you a form to complete to request free mobile data for your child. You will need to read a privacy policy agreement before you request the extra data.

Paper resources to support GCSE/A-level/BTEC learning (Yr9-13)

Certain exam subjects have requested that students also have paper resources to support the remote lessons. The following year groups' parents/carers (students will be in lessons) must collect these essential resources to support their online learning from Riverside School front office:

Year 9 and 10: Friday 8th January 12pm-3pm
Years 9, 10, 11, 12, 13: Monday 11th January 8-4pm OR Tuesday 12th January 8-4pm

Please come to front reception. It will be contact-free collection. Please ensure you are wearing a mask and maintain 2m distance.

Students still attending school during lockdown

Students who attend school must do so every day. They will attend the same remote lessons as those students studying at home, but will have access to technology and high quality in-class support. If you want your child to come to school to learn remotely please contact us. We now ask that, from Monday 11th January, all students attending school bring a packed lunch with them. For students eligible for free school meals we will give supermarket vouchers to pay for the ingredients to make this packed lunch. All students attending school will be offered a free breakfast of bagels, jam and cereals, and we will provide fresh fruit for break time. If you cannot provide a packed lunch for your child please let us know and we will make alternative arrangements; however, I'm afraid we have had to close the school kitchen during lockdown.

Free school meals

As well as providing supermarket vouchers for parents and carers of students eligible for free school meals who continue to attend school, we will also provide vouchers for those eligible families who remain at home. This will be for two weeks only or until the government voucher scheme begins again.

2. All A-levels and GCSE examination cancelled in 2021

Please reassure your son or daughter if they are in year 11 or 13 that they will receive the grade they would have most likely achieved if they had sat exams this summer and completed any non-exam assessment. Please tell them they must not worry, but they **MUST** continue to work hard and work with us, attending all online learning and completing all assessments on time to the best of their ability. We do not yet know the exact process for awarding grades this year, but we do know the teacher's professional judgement of the grade you would have most likely achieved will be a key part of the final decision. So, it is critical students complete the GCSE and A-level course to provide evidence of their ability for grading, but just as importantly to set themselves up really well for their next stage of education, employment or training the following year.

Remote and school attendance this week has been superb, so thank you again for all your support. We expect attendance to be 100% for ALL students from Monday. Please call the school, as usual, if your child is too ill to attend lessons remotely or at school. All non-attendance will be addressed as if a normal school day. *Remote lessons from Monday are mandatory NOT optional.*

Finally, we really look forward to welcoming all students back in the near future, I feel we are nearing the beginning of a much brighter year as the vaccine is rapidly rolled out. My final message is please get in touch if there is something we can do to help with remote learning, please don't struggle unnecessarily – we are here to help and will do whatever we can to ensure all students continue to learn and make progress remotely over the next few weeks. Lessons will be observed remotely by senior members of school staff and students will be asked for feedback. We are also very keen to receive your feedback on the remote lessons your child attends: if there is something that worked really well and you liked or if there is something that could be improved, please let us know. We will act on feedback as we continually improve our remote lessons over the next few weeks. Please click on the following to send us an email remotelearningfeedback@riverside.bardaglea.org.uk we welcome any brief comments. For urgent matters please continue to use the website message portal, phone the school or use the school's main email address (in the header).

Yours Sincerely,



Mr A Roberts
Headteacher

Student Step-by-Step Guide to Microsoft Teams

1. Activate Microsoft Teams

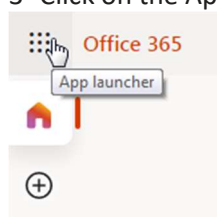
To use Teacher Dashboard and Microsoft Teams students will first need to activate their OneDrive accounts.

1- Navigate to www.office.com

2- Log in using your school email address - (username)[@riverside.bardaglea.org.uk](mailto:riverside.bardaglea.org.uk)

The password will be the same one used to access your school accounts via the onsite PCs

3- Click on the App Launcher located in the top left



4- Access OneDrive by clicking on the OneDrive Application



5- When this has loaded your OneDrive account will be active and can be used to store documents from Teachers Dashboard and Microsoft Teams

2. Accessing Microsoft Teams

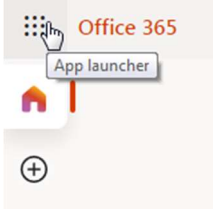
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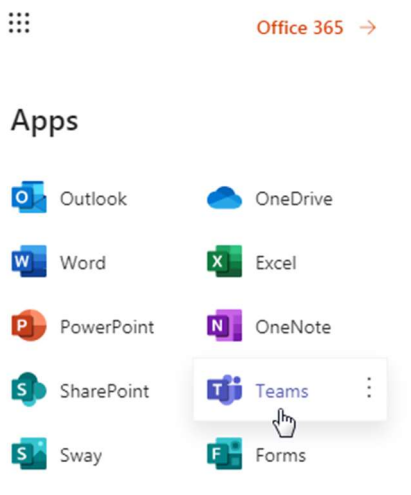
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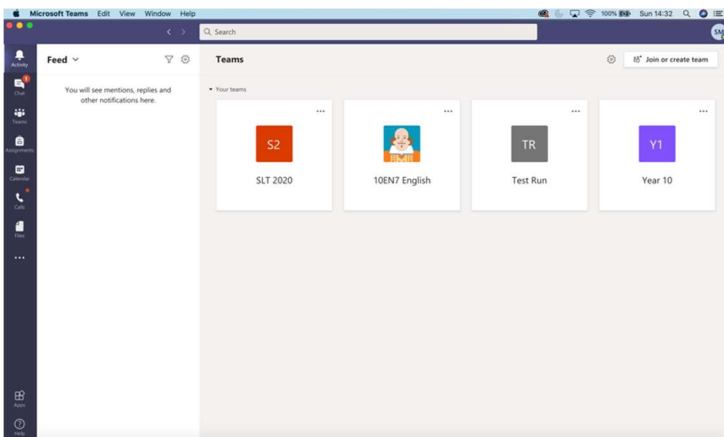
3- Click on the App Launcher located in the top left



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5- Your teacher will add you to a class, your teacher will then be able to schedule live video lessons with you, send you resources and you will be able to ask questions



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