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4th January 2021

Dear Parents / Carers,

Unfortunately, the Government have decided to close schools once again as a result of the high number of Covid cases and the fast spread of the virus. Please read the following information carefully:

- **All students, apart from vulnerable children or the children of critical workers, should remain at home until further notice**, in line with government guidance. We will provide remote learning to students, through a combination of live and recorded lessons and work set on Google Classroom. **Remote teaching will begin from Wednesday 6th January, as we have an INSET day scheduled for tomorrow.**
- If your child is vulnerable and/or you are considered a keyworker, you will need to let us know if you wish for your child to come to school from Wednesday 6th January. To do this, you must email us by 3pm on Tuesday 5th January 2021 at keystudents@greenford.ealing.sch.uk
- If your child is in Year 12 / 13 and is sitting a BTEC examination in the next week or so, we await further guidance but please assume that the examinations are going ahead unless we tell you otherwise.
- If your child is normally in receipt of free school meals, you will be able to collect these from the school site during any of the weeks when your child is not allowed to be in school. To collect a free school meal, you must email us at fsm@greenford.ealing.sch.uk by 10am on the morning that you wish to collect it. If the Government moves to a voucher system, we will let you know.
- Please continue to give consent for the lateral flow tests on the [Lateral Flow Testing Consent Form](#) (one consent form per child), as it is highly likely that we will be asked to carry out testing once students do return to school.
- It is likely that the school will remain closed to all students (apart from vulnerable students or keyworker children) for several weeks at least, up until February half term at the earliest, but I will, of course, inform you of any changes that we are made aware of.
- The Government have said that examinations will be conducted differently again this year. At present, we have no information about this, so please do not worry about this for now. Once we know what the process is likely to be, we will let you know.
- Please see further information below about remote learning.

Further Information about Remote Learning

- Parents should email Ms McCarthy at kmccarthy@greenford.ealing.sch.uk if access to technology at home is preventing students from taking part in lessons or completing work.

- The main platform we use to set remote learning is Google Classroom. Students should log in to their Google Classroom account **in the morning before 9am** so they can plan which tasks and lessons they have to complete that day **and once in the afternoon** to check for any further notifications.
- If there are any difficulties with Google Classroom or the work set, students should email their subject teacher explaining the issue. If students need their password reset they can email helpdesk@greenford.ealing.sch.uk
- Teachers will be offering a mixture of live, pre-recorded and independent tasks to students; the exact blend of these will depend on the age of the students and the content of the lessons. We are also aware that siblings may be sharing devices at home and will be sensitive to this.
- If there is a clash and two siblings cannot join scheduled live lessons at the same time, priority should be given to the student taking exams this academic year. Students can join live lessons on their phones if necessary.
- To safeguard both students and staff, students taking part in a live lesson should set up their laptop or tablet in a communal area of the house before joining, ideally not in a bedroom. Students should be fully dressed, not in their pyjamas. We welcome seeing our students on screen, though if any students feel very uncomfortable with this, they can choose to have their camera off.
- We will remind students that the same high standards of effort and conduct apply to remote learning as they do in school and we will contact parents if students are not engaging with online work. We want to support our students as much as possible during these difficult times so that any disruption to learning is minimised.

I am truly sorry to be having to write this letter. The last thing we wanted was to have to go back to a similar situation to the previous lockdown, however, as you will understand, this situation is out of our control. I would urge you to encourage your child to keep positive, work hard and stay in touch with his or her teachers each day. We will all be here for you remotely and will strive to provide as high quality a learning experience as is possible. We will also be here to help you if your child needs any pastoral support during this time.

With my very best wishes for you and your families at this difficult time again,

Yours sincerely,



Mrs M Pye
Headteacher