

SAINT NICHOLAS SCHOOL

Hobbs Cross Road
Old Harlow
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Headmaster: Mr A D Petty BA MSc PGCE FRSA

31st December 2020

Dear Parents,

Further to my letter of 18th December and the government's announcement yesterday afternoon, I am writing about the arrangements for the start of term for all pupils. Once we have more detailed information from the government, I will write again about COVID testing and pupils returning to the school site.

Reception

Reception will be working remotely for the first two weeks of term until they come back into school on **Monday 18th January**. Reception pupils will have live registration, phonics, and Maths lessons each day and their timetable will be sent out on Monday. Then, there will be a range of activities provided via Tapestry, providing a balance between tasks on the computer and tasks away from the computer. All live lessons will be via Zoom. Specialist teachers will also provide lessons for Music, French, PE and Drama which will be sent via Tapestry.

Year 1 – Year 10

All year groups, Year 1 – Year 10, will be working remotely for the first two weeks of term until they come back into school on **Monday 18th January**. As in the Summer term, we will be working to a remote timetable using Microsoft Teams, which will be circulated on Monday to the specific year groups. The timetable will contain a mixture of live lessons with teachers and allocated times to work on tasks away from the computer. This balance worked well, when our online provision was so successful in the Summer term, so we are following that model again. Pupils will register with their form teachers at the beginning and end of each day as usual. Parents wishing to contact teachers can do so via email.

Year 11

Year 11 will now be working remotely next week and will follow the lessons on the remote timetable, which will be circulated on Monday. Pupils will be using Microsoft Teams, working with their teachers in the run up to the mock examinations. They will register with their form teachers at the beginning and end of each day as usual. Parents wishing to contact teachers can do so via email. Year 11 will return to the school site on **Monday 11th January** and the mock examinations will begin on Tuesday 12th January. Lunch will be provided as normal when Year 11 return.

New pupils

We have a number of new pupils starting this term and their form tutor or class teacher will be in contact, by phone, with parents on Monday afternoon, 4th January to explain how our remote procedures work.

If anyone is having technical difficulties during this period of remote learning, please contact our IT Manager on l.knott@saintnicholasschool.net

Pre-School

As allowed under the government guidance, the Pre-School will be open as usual from **Tuesday 5th January** with the usual sessions operating for the children. Should you decide not to send your child in, please inform the Pre-School directly. Lunch will be provided as normal. However, there will be no after school provision on a Thursday or Friday for the first two weeks of term.

Critical Worker Provision

We will be offering an onsite provision for the children of critical workers from **Tuesday 5th January** and you will need to provide evidence that BOTH parents are critical workers to take part in this provision. As we have a limited capacity for supervision, Mrs Hopkins will be in contact to ensure that you meet the new requirements for critical workers. Some parents have already responded, but if there are any other parents who need to use critical worker provision, please complete the following form by **Saturday 2nd January at 11am**: <https://forms.office.com/Pages/ResponsePage.aspx?id=ItEGVhxJhEiuYINmilf1Rj6ticSiOFtPgveXvBYardJURUNWQ1RDUIQxRzZTVIJKMEtQR1NGVjIRSi4u>

Pupils returning to the school site

Although pupils are not returning to the school site immediately, I would also take this opportunity to remind you that you need to complete the following form which is about overseas travel during the Christmas break. It asks you to confirm that you have undertaken the required period of quarantine, if this was necessary. Even if you have not been abroad, please complete the form to inform us of that. This is an important part of our information gathering and pupils cannot return until we have the completed form. Please return the form no later than **Saturday 2nd January 2021 at 11am**. The form is available using this link: <https://forms.office.com/Pages/ResponsePage.aspx?id=ItEGVhxJhEiuYINmilf1Rj6ticSiOFtPgveXvBYardJUNktLUk9KWVM0Sjk5MVEzU0JTSjhPNVdPSS4u>

We are mindful of the ever-changing nature of the current situation and that the dates for a return to site remain provisional. We will, of course, keep you updated with any further information and developments. All our COVID letters and information can also be accessed on the School website.

Thank you for your continued support and I would like to wish you all a Happy New Year.

With best wishes.

Yours sincerely,

A D Petty
Headmaster