

Tuesday 24<sup>th</sup> November 2020

Dear Parent/Carer

We are sorry that your child is having to self-isolate, but we are determined that their education should continue as near-normal as possible.

From Thursday 26<sup>th</sup> November all lessons will be scheduled live on Microsoft Teams. All students have a Teams log in and password which they use to access computers at school, and we have trialled the use of Teams on our Virtual Monday and at other sessions.

Students need to access the Teams calendar to join lessons, or click the link in their school email.

Attendance at the virtual lessons is compulsory. **Non-attendance will be classed as an absence.** If your child is ill and unable to join a session, you should contact the school to notify us about their absence in the normal manner.

We have staff on hand to support your child should there be a problem. If your child does not attend the timetabled sessions, a member of staff will contact you to work through any problems.

Students will also use the school Moodle to access resources.

Your child will be expected to resume face-to-face schooling on Wednesday 9<sup>th</sup> December. At that point, we will pick up and continue with the mock GCSEs which were interrupted using exactly the same timetable.

Students will also continue to be set homework via Moodle to stretch them beyond their scheduled lessons.

We would ask you to remind students that the normal behaviour policy applies to online lessons and we look forward to you supporting us in ensuring that your child conducts themselves appropriately and works hard in this their GCSE year.

If your child has forgotten their login details for the school Emails / Moodle, please contact Miss Coppins – [lcoppins@stephensonstudioschool.co.uk](mailto:lcoppins@stephensonstudioschool.co.uk), who will be able to reset this for you.

Yours sincerely,

Mr Collishaw  
Deputy Headteacher