



# TOTTINGTON HIGH SCHOOL

Excellence Through Partnership



8<sup>th</sup> January 2021

Dear Parent/Carer

Following on from my previous letters this week, I am writing to confirm that, from Tuesday 12<sup>th</sup> January, your child will receive a mixture of pre-recorded Loom lessons and 'live' learning via Teams. This will mean that all learning will have an interactive element to it.

We are moving to this very quickly and there will, inevitably, be glitches so please bear with us. I am sure that, as the week goes on, things will stabilize and we will all become more confident with learning via remote platforms – students, staff and parents alike. On that note, I would like to thank my colleagues for working so hard to make this happen. It is new to us all.

Help guides and a code of conduct have been issued via text message, and these are also available via our website. In addition, the help guides have been shared with students via Show my Homework. We have held two parent forums, admittedly at short notice, and these also offered a training element to parents to help you. I am going to keep the parent forums going during this lockdown period and parent forums will take place every Monday evening at 4pm and 7pm. If you wish to join a parent forum on any Monday between now and half term then please contact Caron Chappell at school to ask to be invited to this Teams session ([cchappell@tottington.shaw-education.org.uk](mailto:cchappell@tottington.shaw-education.org.uk))

The forums will mainly focus around remote learning for now, but you are also able to ask questions about anything else relating to school policy and systems. The chat facility will be used for this as it avoids background microphone noise. If you do have any specific questions relating to your child or their learning, then please use different channels of communication as these forums are more for general discussion.

We will trial the mixture of Loom and live learning over the next couple of weeks, monitoring it as we go. Middle and Senior leaders will also dip into some of the lessons to quality assure the process. You will be able to give your feedback about the remote learning opportunities, too. This will be possible via the parent forums, but you can also, at any point, contact the relevant teacher; the Head of Department/Faculty or you can discuss any concerns when you receive calls from school.

In relation to calls from school, the following arrangements will operate. When a live lesson takes place, a register will be taken so that we know who is present in 'class'. Once the register is taken, the list of absentees will be formulated, and you will receive a call from a member of staff if your child is not present in the lesson. This is both for safeguarding purposes and for quality assurance purposes to make sure that students are not having technical difficulties. In addition, staff will also be making welfare calls on occasion. This is not designed to duplicate – it is because we cannot map the provision of live learning for every student. Therefore, it is possible (but very unlikely) that a student may not receive the option of any live learning and so we do want to keep welfare calls going so that we make every effort to communicate with parents.

Ella Brett **Headteacher**

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In addition, next week we have a Year 11 parents' evening scheduled on Thursday 14<sup>th</sup> January from 3.30pm to 6.30pm. We are intending to run this remotely and a letter is due to follow regarding this.

Thank you for your support and very best wishes,

Yours sincerely

A handwritten signature in black ink that reads "E Brett". The signature is written in a cursive style with a large initial 'E'.

**Mrs E Brett**  
Head Teacher