

Tuesday 5th January 2021

Dear Parent/Carer

Lockdown Arrangements

Further to the announcement by the Government yesterday evening I am writing to confirm our arrangements going forward. Today we welcomed back our key worker / more vulnerable students who are unable to access remote learning at home. Our key worker / vulnerable students should attend school at the normal time and be in full school uniform. They should enter / exit the school using their year group door as normal. They will follow the normal timetable in terms of our staggered break and lunchtimes and will spend the day undertaking their remote learning in their allocated room.

For students in **Year 11** and **Year 13** we started to provide live streamed learning from today with lessons taking place at the usual timetabled time. These sessions will now continue throughout the lockdown period apart from during the mock examinations when these sessions will be suspended.

For both Year 11 and Year 13 we are asking both year groups to **undertake their mock examinations at home** due to Lockdown. Whilst mock examinations that take place on site are arguably more secure we do not intend to use the results of these examinations to report on the students' performance to others; rather they are intended to be an opportunity for a diagnostic analysis of the student's strengths and areas for development which we will use alongside all our other assessments. **Year 13** should keep to the personalised examination timetable that was issued to them, **but Year 11 should use the revised examination timetable** as we are moving the GCSE examinations back by exactly one week to start their fortnight of examinations week beginning 18th January and thus they will now run until 4th February.

For the week beginning 11th January we will continue to provide **Year 11** students with our streamed live lessons. **Year 11** students should follow the revised timetable which can be found here:

<https://oriel.w-sussex.sch.uk/curriculum/examinations/>

At the risk of stating the obvious it means that the individual examination timetable previously issued to **Year 11** students requires each date of an examination to have 7 calendar days added to it.

It is in the spirit of trust and respect that we ask our Year 11 and Year 13 students to adhere to the examination timetables and in so doing we can be sure that they are taking the examinations at the same time as their peers and spending the same time on each paper as their peers.

Year 13 students should come into school on **Monday 11th January between 08:00 and 10:30** to collect their suite of examination papers from reception. They should bring back their completed papers on **Monday 25th January between 09:00 and 12:00**.

Year 11 students should come into school next week **on the afternoon that they would have had core PE** on their timetable to collect their examination papers, i.e. **Period 5 on Thursday 14th January or Period 5 on Friday 15th January**. This approach serves two purposes: it breaks the year group up into two separate cohorts and the timing of travel / arrival will not impact upon their live streamed lessons as it is during their core PE lesson. Year 11 students should bring their completed papers back into school **Period 5 on Thursday 4th February or Friday 5th February again depending upon which day they have core PE on their timetable**.

Once again for our Year 11 and Year 13 students taking external examinations over the next couple of weeks we wish them every success and the best of luck.

Year 11-Sixth Form Applications. Please be advised that applications can either be posted to the school or emailed to sixthform@oriel.w-sussex.sch.uk or they can be dropped in a box in reception when Year 11 students collect or return examination papers.

For students in **Year 10** and **Year 12** we intend to start live streamed learning from Thursday 7th January and will continue to do so throughout the period of lockdown. For today and tomorrow we will provide remote learning for them.

For students in **Year 7, 8 and 9** we started our remote learning provision today and due to the announcement yesterday we will continue to do so until February half term week.

The work set will appear to the student at the time the lesson would have taken place in school. This approach is intended to help our younger students with their organisation and workload.

If your son / daughter should have any concerns or questions about the remote learning work set they should contact their teacher through Teams only and **not** through staff email. This contact will only be responded to from 08:00 to 16:00 on their working day (bearing in mind some teachers are part time).

Our teachers will be teaching their examination year groups through live streamed lessons as well as setting remote learning for other students in Years 7-9 and preparing other materials so I ask for your understanding in this matter.

Please visit '[Trouble logging in?](#) if your son / daughter has difficulties in accessing our online platforms. We also have a facility to reset passwords from home and details of how to do so can also be found here. A student's computer password is the one they use to sign in to Office 365 in order to access their school emails, Teams and when they sign in using Office 365 for access to Satchel One. This reset facility requires using a personal email address (which can be a parent/carer's) and will need to be set up in advance of the student forgetting their computer password.

I am very grateful to the staff for the hard work that has been undertaken behind the scenes over many months to get us to the point of being able to provide streamed lessons / remote learning in case of us being placed in this situation again.

I should also like to take this opportunity to say thank you again for your continued support and understanding.

With my best wishes to you and your family

Philip Stack
Headteacher