

Headteacher: Dr. J Bartlett – NPQH, PGCE, D.Phil, M.Chem **Specialisms:** Mathematics

5th January 2021

Dear parents and carers,

I hope my message finds you safe and well.

Following the announcement by the Prime Minister yesterday evening we will be moving to remote education for all students with immediate effect.

Children of key workers and vulnerable students can continue to attend the academy and they will be provided with access to a computer where they will complete the virtual lessons.

We kindly ask that if you wish your child to attend, you provide us with 24 hours' notice via email to shenley.enquiry@e-act.org.uk.

Live lessons will begin for years 7 to 10 on **Thursday 7th January** and we will provide further details shortly.

Year 11 live lessons begin today as per previous correspondence.

Students in all years will all be asked to follow the timetable below from Thursday 7th January (including year 11):

8.30 – 9:00am	Registration/PHSE session
9:00 – 10:00am	Period 1
10:00 to 11:00am	Period 2
11:00 – 11:15am	Break
11:15am to 12:15pm	Period 3
12:15 to 13:00pm	Lunch
13:00 to 14:00pm	Period 4
14:00 to 15:00pm	Period 5

Students will be required to follow their **normal timetable for each period** and must log in to each lesson via TEAMS. A register will be taken every period and attendance recorded.

It is essential for all students to have access to a laptop and to ensure they have a notepad or book to write in.



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Should you require an exercise book, please go to the delivery entrance of the academy either between 12:00 – 15:00pm today or 9.00am to 15:00pm tomorrow 6th January.

Work packs will not be provided as all lessons will be delivered live to all students.

Please complete the Microsoft form in this link to indicate if you require a laptop [Microsoft form link - Laptops](#), and **we will arrange for you to come to the academy via the Delivery Entrance to collect it.** We have a limited number available, so please only request a laptop if you do not already have a working laptop at home. Laptops will be allocated on a priority basis, and please note that if you have more than one child at the academy, all students will need access to their own laptop and so a separate form for each child will need to be completed please.

Kind regards,

Dr J Bartlett
Headteacher

