



18<sup>th</sup> December 2020

Dear Parent/Carer

## Staggered Start of Term Arrangements

Yesterday afternoon, the Department for Education [announced](#) that secondary schools in England would operate a staggered return to school after the Christmas break, with students in Years 11 & 13 making an immediate return and other students remaining at home and engaging in Remote Learning for one week. The intended purpose of these staggered arrangements is to facilitate testing which will be expected to take place on school sites, although detailed operational guidance about how this will work is yet to be published.

At the Collegiate, this means:

- **Year 13** – students will return to school on 4<sup>th</sup> January 2021 (Week B) and follow their regular timetable.
- **Year 11** – students will return to school on 4<sup>th</sup> January 2021 and follow the [Mock Exam](#) timetable, as planned.
- **Years 7, 8, 9, 10 & 12** – students will stay at home and engage in Remote Learning from 4<sup>th</sup> – 8<sup>th</sup> January 2021 (Week B), returning to school on 11<sup>th</sup> January 2021. Teachers will deliver live lessons via Google Meet, following the regular timetable, including Tutor Period at the start or end of the day. If for some reason a live lesson is not possible (e.g. a technical difficulty or a teacher who is unwell), teachers will upload work to Google Classroom instead. Students should log in at the start of their usual lesson and be patient as it may take the teacher 5-10 minutes to arrive at the correct classroom and set up. Live lessons will be 30-40 minutes in duration and students may be set additional independent work. A reminder about *Safeguarding* and some advice on [Remote Learning](#) are attached to this letter.

We have some laptops available to support any student in Years 7-10 or Year 12 who does not have any access to a laptop or similar device at home. Depending on demand, it may be possible to borrow one temporarily. Please email [lee.harkness@riddlesdown.org](mailto:lee.harkness@riddlesdown.org) by 9.00am on 21<sup>st</sup> December 2020.

As we did during lockdown last academic year, we shall make on-site provision available for vulnerable students and children of critical workers in Years 7-10. If your child is vulnerable, we shall contact you separately to check that your child will attend school in person during the w/c 4<sup>th</sup> January 2021. If you are a critical worker and require on-site provision for your child during w/c 4<sup>th</sup> January 2021, please complete the details on this [form](#) by 9.00am on 21<sup>st</sup> December 2020 so that we can plan accordingly.

A reminder that students in Years 7 & 8 will have changes to teaching groups from 4<sup>th</sup> January 2021. Hard copies of timetables will be given to students in school today but will also be accessible through the Parent Portal.

Following my final [update](#) earlier this week, I had not expected to be writing to parents again this term, but such is the rapidly changing educational landscape and the unhappy timing of government announcements! As we receive and process the details on the testing procedures that schools will be required to take responsibility for, I shall contact you with further information. I look forward to seeing Years 11 & 13 students on 4<sup>th</sup> January 2021 and all other students on 11<sup>th</sup> January 2021.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Soumitra Dey'. The signature is written in a cursive style with a large initial 'S'.

Mr S Dey  
Principal