



18 March 2020

Dear Parents & Carers

Continuity of Learning

You will be aware that the Government has made the decision to close schools from Monday 23 March until further notice. This applies to all children with certain exceptions including children with EHCP's and whose parents are key workers i.e. health care professionals and emergency services. All public examinations in May and June have been cancelled.

This letter is to inform you of the measures we have taken to ensure continuity of your child's learning.

It will be important to keep good routines in place and ensure that, however long the closure, your child is accessing work and continuing with learning. My staff have been working tirelessly to set up work which your child can access on any device at home using Microsoft Office 365. The attached guidance document is a step by step guide to using Microsoft Teams.

Microsoft Teams gives teachers the ability to upload work lesson by lesson which will usually include a powerpoint presentation alongside a task sheet.

Y7-10

Students can access their work by clicking onto the appropriate year group in Microsoft Teams. Students should be doing a 45-minute lesson in 14 subjects per week. This amounts to about 3 hours of learning per day. This can be supplemented with additional time spent on Hegarty maths and reading.

Y11-13

Students can access work by clicking onto each of their lessons in Microsoft Teams. Teachers have been asked to add the same number of lessons for their subject that they would normally be teaching in school i.e. if students have 5 humanities lessons a week there will be 5 humanities lessons on Teams. Lesson work will be supplemented by revision materials and exam questions. Y11 students who wish to collect folders may do so by coming to reception.

There will be more than enough to keep students busy all day!

Children with Special Educational Need

The Government has directed that children with Education and Health Care Plans (EHCP) should have the opportunity to continue to attend school. Our SENCo Caroline Tustain will be contacting you tomorrow if this applies to your child to discuss this.



Microsoft Teams enables students to e-mail their teachers with any questions they have and to send in completed work which will be marked. Your child's teachers will be available and online during normal school hours to assist with any work-related queries.

If you have two children both needing to access one computer to do work, I suggest you prescribe morning and afternoon sessions so both children are accessing three hours work per day.

Work will be uploaded each Friday for the following week for the duration of any absence or closure.

If you have any IT related queries or would like to speak to your child's pastoral leader the address is included on the attached sheet.

Children with no access to devices.

Unfortunately, we do not have surplus devices to issue to children who do not have these at home. However, we have put together substantial work packs which can be collected from reception or sent home. If you require one of these please contact reception before the end of the week or e-mail enquiries from 9am to 1pm from next week onwards.

Key Workers

If you are a key worker and require the continuation of your child's education, please telephone the school on 01295 224300 so we can discuss arrangements.

Free School Meals

If your child receives a free school meal, we will continue to offer lunches on request. Please e-mail enquiries or call reception between 9am and 1pm and let us know if you would like to order a free lunch for your child for the following day.

Thank you for your continued support of North Oxfordshire Academy and please do keep in touch with the school with any questions or issues you may have. We are very keen that lines of communication are kept open and parents / carers can contact us whenever necessary during this difficult period.

With very best wishes

Sara Billins
Principal

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