



Leventhorpe
a business and enterprise academy

7 January 2021

Dear Parent/Carer,

It has been a busy week with lots of changes going on. I would like to update you on a few key issues. We are communicating separately to Year 11 and 13 students and parents regarding the situation related to exams and assessment.

Online Learning

Online learning has had some teething problems in some cases. There have been access issues based around internet issues at both ends. Please be persistent and keep trying and let us know if you are having issues.

Students should send messages to their teacher in the timetable lesson slot if there are any questions, issues with resources or problems. If you are having general problems with accessing Teams please contact ITsupport@leventhorpe.net. If there are specific issues related functionality and online learning, please contact Mr Harvey dh@leventhorpe.net.

Student Engagement

We want to work with parents/carers to ensure that students' engagement with their online work is as good as possible and so we intend to publish an additional report that will give parents the chance to see if their child is doing online tasks to a reasonable level. After three weeks of lock down, we will publish a report on a student's engagement in each subject that they study. There will be four levels to this:

- 4 = exemplary engagement, activities completed and participation are above the class norm
- 3 = good engagement, activities are completed to a standard in line with a student's ability and the class as a whole
- 2 = weak engagement, activities are done in an incomplete way and there may be things not done at all
- 1 = no obvious engagement, there is no attempt to complete tasks and help is not asked for

Our intention here, is not to be hard on students; we know online working is harder than face to face school. Our intention is to alert parents, if students seem to be disengaged or disengaging. Students will get a score for each of their subject classes. If students have trouble with work, or submitting it, they should at least message their teacher, and then in this way the lowest they might get on this report would be 2.

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We do not know at this stage for how long the lockdown period will extend, but we would intend to do this report regularly if it seemed that the home-schooling period was to extend beyond February half term. This report is in addition to the normal interim report and full reports students receive during the school year, which we still intend to complete. The report will appear on the SIMs Parent App, as other reports do.

Student Expectations

As we start the online journey again, we would like to remind you of a couple of key pieces of information regarding our online platform Microsoft Teams. It is important that this platform is used in the correct way to maximise the learning experience. Students who are not using it properly after this clear message will be deemed to be disruptive.

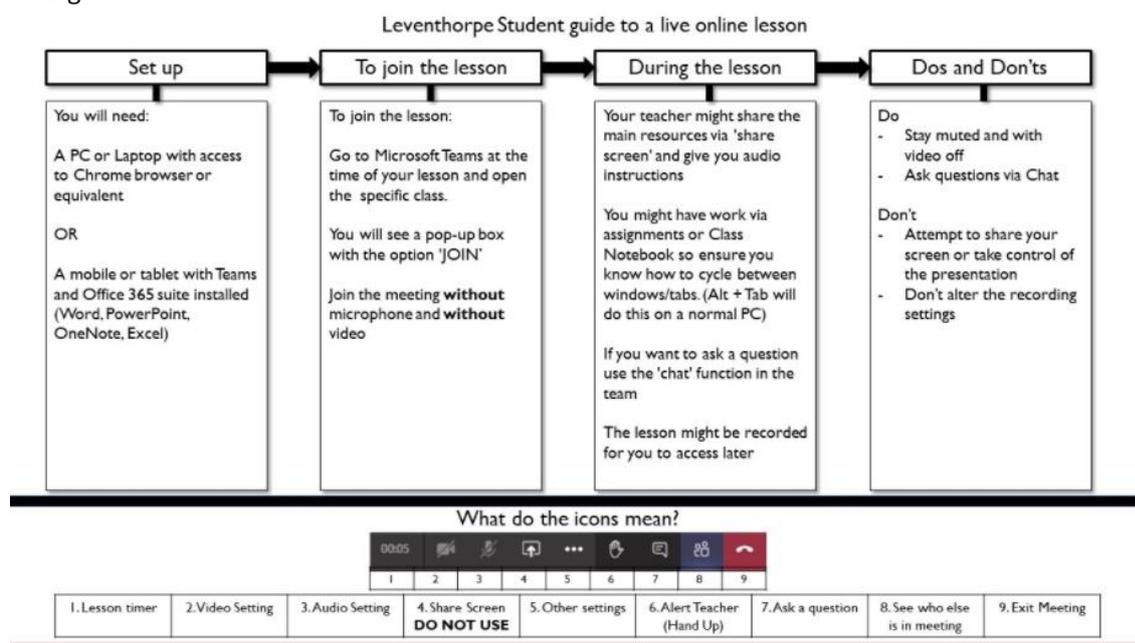
- **Use of Teams for Pastoral and Form Time**

Tutors will be communicating with students individually and in small groups each week. Students should only enter their own form group Team and comment on their own form group Team. Students do have access due to the way we had to set the year group team up but we have instructed them not to comment or take part in other form group activities. If a student does this will be dealt with by the HoY.

Students need to ensure they are not posting comments or media on the teams chats unless instructed to by a staff member. Unwanted media could be a breach of the ICT policy and will be dealt with by an SLT member.

- **Live Lesson Use**

Please ensure you have gone through the expectations when using Teams for live lessons. Students need to see the flow map below and ensure they are not playing with mute or presentation settings during the lessons.



COVID Testing

Thank you for retuning consents for the testing programme. Things will now be on pause for most of you, but we have started testing Key Worker and Vulnerable students and this will continue as students come back on site for contact or for the vocational exams. Staff are being tested when they come back into school for the first time. Those who are on-site regularly are being tested every week. We are hoping that this small-scale testing will enable us to quickly and effectively scale up testing when a return for schools is announced.

I know there is a lot of information to digest and I apologise for this. I hope you are managing at home and encouraging students in terms of their engagement in their learning.

Take care and have a good weekend,

Malcolm White