

To: KS3 & KS4 Parents/Carer

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Headteacher: Ms Carol Dallas

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Dear Parent/Carer

Thank you for your continued support with remote learning over the last few weeks. We have had lots of feedback from parents/carers and so would like to offer some clarity on our processes to help parents and carers support their children.

We would like students to follow their normal school timetable. To help students settle into a routine and provide structure to their day we recommend that they follow their normal lesson times and breaks. This will also ensure that they access live lessons at the time they are being delivered. Lessons will be a mixture of live lessons, pre-recorded webinars and uploaded resources for students to complete. We would not expect every lesson to be a live lesson. This will help provide variety of learning for students.

Students should access all their work via their remote learning channel on Teams. We have attached an updated poster which we hope provides further clarity of where and how to access the work. Please contact us if you need further support with this.

Staff members will be setting tasks that require to be handed in via Assignments on Teams. The attached poster also provides information for students to follow so that they know how to access this and subsequently upload their work so that feedback can be provided. Teachers will let students know when they have set an assignment.

It is important that your child checks their school email account regularly. We recommend they do this daily. Teachers will provide whole class feedback using the class email address. Whilst not all work is required to be submitted, we understand that at times students may want some feedback to check their understanding of a piece of work or if they become stuck. Please email class teachers directly to enable them to provide some further support and feedback in these instances.

If you are experiencing issues with technology, please refer to our troubleshooting advice we sent out on 4th January or contact our IT support team directly on itsupport@taverhamhigh.org

We are committed to supporting our students with their home learning. If you have any further queries please contact Mr D Hyett on d_hyett@taverhamhigh.org

Yours faithfully



Mr D Hyett
Assistant Headteacher