

SENT BY EMAIL – 20th April 2020

Dear Secondary Parents,

Tuesday 21st April marks the start of the summer term for KSA pupils. Welcome back to KSA – even if we are not all together in person. This is some key information for you as we start the term.

It is our priority to support you in staying well and staying safe. We hope that by supporting your child in their learning, we can provide structure and purpose for them so that they can be happy and healthy and are also getting ready for their bright futures.

Many of you have been asking when we will reopen the school. We know that we definitely won't be opening within the next three weeks as the country continues to be on lockdown. It is possible we may be open again at some point (possibly for some year groups only) in late May or June or July or possibly not until September, and once the government starts communicating a timeline and some guidance on opening safely, we will be sure to communicate planning with you as best we can. Please be assured that we will be planning to ensure all safety measures are in place before any reopening.

Remote Learning - Using the internet to support learning at home in Secondary

We were very impressed with the hard work of Secondary pupils in the two weeks of last term. A huge amount of work was done by pupils and most pupils learnt a lot, mainly because of the support they had from you and their teachers in keeping them motivated and focused on learning. Please support them by keeping this focus.

Remote learning in Secondary – Lessons, Videos and handing in work

- Pupils in all year groups will **continue to be set work at 9am each day with a 4pm deadline**. Thank you for your help in ensuring that pupils are getting up and getting started with their work promptly each morning so they are in good routines for effective learning.
- Teachers will now be providing a **short video to accompany the work set** – this means pupils can hear and see their teacher (or another teacher) explaining key learning to them. These videos will be 5-15 minutes long and available online to watch at any time.

Introducing Microsoft teams for Secondary pupils

- We are excited to be able to **use Microsoft Teams as an online learning platform** which will enable us to support pupils even more effectively with remote learning. Microsoft Teams can be accessed via your web browser or pupils can download the App to the device they are using for learning. This week's Secondary Assembly (going live on Wednesday morning) will give pupils guidance on how to access and participate successfully when using Microsoft Teams – please make sure they watch online and complete the quiz **by Thursday at 4pm**. Your teachers will be calling over the next few days to help with any issues in joining Microsoft Teams. Please guide your child to use Microsoft Teams in a professional and appropriate way, whenever possible with you supervising the call.
- Pupils will be able to view work that has been set and **submit their work via Microsoft Teams** from next week. This makes it much easier for teachers to view submissions and provide feedback on pupils' learning so they know how to improve further.
- For some classes/pupils, teachers will **run online lessons using Microsoft Teams**. Pupils will be invited to join these lessons via email from their teachers. We know that not everyone has easy access to internet/device so we are trying to only run online lessons where we think it is going to have a substantial impact on pupil learning - pupils should not expect to be joining a lesson every day. All lessons that take place will be at 9.15 or 10.15am and last no more than 45 minutes. If a pupil is unable to attend (ie. because they are sharing a device), they will be

able to access a recording of the lesson online. This recording also acts as a way of us ensuring that pupils and staff are safe online.

Remote learning in Secondary – Form time and organisation

- As a school, one of our priorities in this uncertain time is to provide as much stability as we can for our pupils and their families. As such, from Monday 27th April all pupils will be invited to join their form group online once a week to meet their tutor and co-tutor. This will give them the opportunity to engage with their peers and to understand how they can best plan for the week ahead, as well as recognising the great work that is taking place within their form community.
- **Form time** will take place on Monday mornings according to the schedule below and will last for approximately ten minutes. Meetings will be led by the class teacher and co-tutor. We expect all pupils to attend and be punctual and to follow the expectations outlined in the Assembly they will watch this week.
- **The Form Time times will be on Mondays:**

Year 7	9.15
Year 8	9.30
Year 9	9.45
Year 10	10.15
Year 11	10.30
Year 12	10.45
Year 13	11.00

Accessing Microsoft Teams

Pupils will access their form time session and, in some parts of the school, live lessons via Microsoft Teams. Pupils should follow the steps below to access their meetings.

1. Download Microsoft Teams using the link below.

<https://products.office.com/en-gb/microsoft-teams/download-app>

This can be downloaded onto any internet enabled device. You can also download the Microsoft Teams app from the App Store on your phone.

2. Join your Teams meeting using the link sent by your form tutor / teacher.

Year 11 and Year 13 updates – Examinations

We will be issuing specific guidance to Year 11 and Year 13 parents and pupils this week about the GCSE and A level / Business exams. This will make it clear how these grades will be awarded and also the work that pupils will be expected to do this term. We expect to be able to share this on Thursday.

Phone calls with families this week

We'll be calling every family over the week to check back in with you all and make sure everyone's ok but if there's something more urgent you need help with, please do get in touch asap by emailing parents@kingsolomonacademy.org. Please be aware that the old Ark Paddington Green phone number, which we had been using at Younger Years is no longer in operation. All calls into both sites now go through this number: 0207 563 6900.

Keeping up to date with KSA news

- We look forward to getting back into the term and sharing this week's home learning highlights in the newsletter on Friday.

- Do keep an eye on @KSA_Secondary on twitter for daily updates on work that's impressed us. You can just type in "KSA_Secondary twitter" into a search engine like google and it will take you to see daily updates and photos of children and their work. If you want your child to be featured, make sure you share your children's work with their class teacher so it can be put forward!

Regards and best wishes to all of the KSA community.

Yours,

Max Haimendorf
Principal