



Bishopton Road West, Stockton-on-Tees  
T: 01642 704970  
E: enquiries@ourladyandstbede.org.uk W: www.ourladyandstbede.org.uk



**OUR LADY & ST. BEDE**  
CATHOLIC ACADEMY

Headteacher: M Wilkinson  
CEO: M Regan OBE, DL M.Ed., B.Ed (Hons), FCIEA, CEA  
Chair of Directors: Cyndi Hughes LLB (Hons), M.Ed., M.Phil

20<sup>th</sup> March 2020

Dear Parent/Carer

We continue to act upon and respond to government advice. With this in mind, Our Lady and St Bede Catholic Academy will close on Monday 23 March for general provision of Education.

We will remain open to provide a provision for vulnerable pupils and children of critical workers in categories listed in Government guidance.

We will also aim to continue the learning for all children remotely through TEAMS and further guidance is available for parents and pupils on the school website. Your support in encouraging pupils to continue to engage with their regular timetabled sessions via this online platform would be hugely appreciated. Pupils who don't have home internet access have been given a pack of work in advance.

#### **Further advice for critical workers**

Supervised in school study for the children of key workers will start as usual at 8.40 am and finish at 3.20 pm as per the normal school day. Please note access to the school site will be 8.00 am as usual but in line social isolating guidance, after school clubs and revision sessions will now be cancelled and school will be closed to pupils from 3.30 pm

From Monday morning, pupils must enter the school through the Main School Reception entrance and give their name to a member of staff before making their way to the dining hall for breakfast.

Pupils will not be taught formal lessons as we do not have the staff to do this, but they will be supervised in classrooms and will complete tasks set.

Normal breakfast and lunch facilities will be available although a reduced menu may need to be offered depending on staffing and availability of supplies. Please note that all pupils are expected to be in full school uniform.

For safeguarding purposes, it is important that we know which pupils we are expecting on site each day. We thank parents of key workers for their timely response today and look forward to welcoming your child on Monday morning. We understand that your situation may differ from day to day and therefore ask that you let us know of any change in your circumstance by 3.00 pm the previous day.

#### **Further advice for families with children on free school meals**

Stockton Local Authority will be in touch with families regarding the provision for Free School Meals. Currently the plan involves four family hub distribution centres. We will keep you informed when we know more.

#### **GCSE Exams**

We expect to hear soon about the replacement of GCSE and A level exams. As information is published we will use MyEd and the school website to keep parents updated.





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### **Year 11 Leavers Celebrations:**

Unfortunately the Leavers Dance in June is cancelled, however, we are hoping to hold a Leavers Dance and Award Evening in the early part of next academic year. We will keep you informed of any developments regarding this.

### **Educational Visits:**

All educational visits for this academic year are cancelled. Please be assured that parents and carers will receive a full refund in due time. Educational visits for next academic year may still go ahead, however, please do not make any further payments until you receive confirmation of this. Finally, we will keep parents informed around any changes as soon as we know more and I thought I would sign off for now with this prayer:

*"Tonight before falling asleep  
think about when we will return to the street.  
When we hug again,  
when all the shopping together will seem like a party.  
Let's think about when the coffees will return to the bar,  
the small talk, the photos close to each other.  
We think about when it will be all a memory  
but normalcy will seem an unexpected and beautiful gift.  
We will love everything that has so far seemed futile to us.  
Every second will be precious.  
Swims at the sea, the sun until late,  
sunsets, toasts, laughter.  
We will go back to laughing together.  
Strength and courage.*

Take care, be safe and stay strong.

Mo Wilkinson  
**Head teacher**





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20<sup>th</sup> March 2020

Dear Parent / Carer

Following on from the pupil assemblies on Monday and the guidance on our school website regarding how to use the Teams App, please follow the instructions for clarity on our expectations during school closure.

- All pupils will follow their usual school timetable.
- Pupils are expected to log onto Teams at the beginning of each lesson:

Period 1: 9.05

Period 2: 10.25

Period 3: 11.25

Period 4: 13.20

Period 5: 14.20

- During P1 and P4 pupils will be requested to confirm their attendance by writing 'Present'.
- During each lesson the teacher will outline the instructions of the work set for each pupil. The pupils will be able to access the work on the 'files' folder of Teams.
- The teacher will specify a time to complete the work and a time to upload a photograph of the work to ensure that it has been completed. All work is to be completed in the exercise books that have been provided by the school.
- Feedback on work will be given to pupils where appropriate.

If, for some technical reason, the work cannot be uploaded at the particular time of each lesson, the work will be uploaded as soon as possible that day.

Due to home circumstances or technical availability, if pupils are unable to log on at the time of their particular lessons, it is important to note that pupils will still need to complete the work set by their class teacher.

For those pupils who do not have IT access at home, they have received packs of work and resources from school and should work through these in accordance with their timetable.

Can we please stress the importance of developing pupil literacy skills in the event of a prolonged school closure. This will include reading books for pleasure, articles, journals and newspapers.

In the event of your child becoming ill during school closure and being unable to complete the work please email the attendance officer alongside the relevant Head of Year:

Attendance Officer: Mrs Basford: [basfordv@ourladyandstbede.org.uk](mailto:basfordv@ourladyandstbede.org.uk)

Yr7: Mrs Egan: [eganj@ourladyandstbede.org.uk](mailto:eganj@ourladyandstbede.org.uk)

Yr8: Mrs Russell: [russellm@ourladyandstbede.org.uk](mailto:russellm@ourladyandstbede.org.uk)

Yr9: Mr Gibbon: [gibbona@ourladyandstbede.org.uk](mailto:gibbona@ourladyandstbede.org.uk)

Yr10: Miss Hellens: [hellensc@ourladyandstbede.org.uk](mailto:hellensc@ourladyandstbede.org.uk)

Yr11: Miss Darmody: [darmodyk@ourladyandstbede.org.uk](mailto:darmodyk@ourladyandstbede.org.uk)





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Please can we stress the importance of only contacting the relevant HOY regarding illness and inability to complete the work.

It is imperative that the platform we are using for Remote Learning is used for academic purposes only. This means only work and comments relating to the work set are to be posted on the Teams App. Any violation or abuse of this system will be taken extremely seriously and dealt with at the highest level.

Academic term dates are as usual, this means the Easter Holidays commence on Monday 6<sup>th</sup> April until Monday 20<sup>th</sup> April. May half term holidays commence on Monday 25<sup>th</sup> May until Monday 1<sup>st</sup> June. Please note during this time pupils will not be expected to log on during these lessons.

IT Support: If your child has an issue with their log in, please ring the school phone number 01642 704970.

We will communicate with parents and carers on a weekly basis through our My Ed email and on a regular basis on our school Facebook page. This will include information as and when we receive it from the local authority. Please note Carmel Education Trust updates will be posted on the school website.

Best wishes.

Mo Wilkinson  
Headteacher

