



Ref: RV/hw

20 November 2020

Dear Parent

### Children Working From Home

Please find below important information regarding Year 9 and their home learning.

- In the weeks Monday 23 November until Friday 27 November 2020 and Monday 7 December until Friday 11 December 2020 Year 9 pupils will be working from home.
- Whilst at home pupils will be expected to follow their normal lesson timetable.
- Pupils will be expected to log in live with their Form Tutor by 8.45am. They will receive their attendance mark and will follow their Pastoral and PSHE timetable. If your child is ill, normal protocol will be followed. Please can we ask you to inform school if your child is unwell and will not be attending lessons. Contact will be made from school if your son/daughter does not attend their online registration.
- Most lessons will be taught live via Microsoft Teams and the details of how to access lessons can be found at <https://www.loom.com/share/2074933361354832b8df45b5b982ff15> Where teachers are self-isolating, lessons will be a recording from their teacher and will be available on Show My Homework.
- To support your child with their learning and organisation, pupils will be encouraged to complete their work in an A4 pad. This way all work can be dated and kept safely. If your son/daughter would prefer to do their work electronically and print it then this would also be suitable. Pupils will be asked to bring their work in when they return to school. This will then be secured in their classroom books.
- All pupils are expected to attend all lessons and complete all the work that is being asked of them by their teachers.
- Lessons will be 50 minutes long.

If anyone is struggling to log onto Microsoft Teams, please firstly follow this link to watch a video for guidance, <https://www.loom.com/share/2074933361354832b8df45b5b982ff15>. If pupils have forgotten their log in details please email [michael@btrcc.lancs.sch.uk](mailto:michael@btrcc.lancs.sch.uk) or [jez@btrcc.lancs.sch.uk](mailto:jez@btrcc.lancs.sch.uk) for support. We strongly advise that pupils log on to teams before Monday morning.

Please see the following link for the Parents guide to supporting your son/daughter with home learning <https://www.loom.com/share/ac53079d5a3746bda72b9ef3dfaea5f8>

For those pupils who are entitled to free school meals, we will send the supermarket vouchers to you by email/text to cover the period of time when the pupils are working from home.

If there are any SEND needs, please contact Miss McCue ([jmccue@btrcc.lancs.sch.uk](mailto:jmccue@btrcc.lancs.sch.uk)).

This is a new way of working for us all. We thank you for your ongoing support. If you would like to discuss any of the above information with us, please contact Mr Snowden, Assistant Headteacher ([msnowden@btrcc.lancs.sch.uk](mailto:msnowden@btrcc.lancs.sch.uk)).

Yours sincerely

Richard Varey  
Headteacher