



23 March 2020

Dear Parents and Carers

In these uncertain times we all want to keep things as normal as we can for the children and so, as you know, all students are expected to follow their normal timetables on Show My Homework, whether they are in school or at home. Teachers are online so that they can support your child's learning. We have checked that every child can do this and where they cannot, we have made alternative arrangements. If your child is not able to log on and has not been given a learning pack, please contact the school and we will provide a learning pack.

Every student has been given a Home Learning exercise book so that you can check what they have been doing throughout the day.

You are able to log on to Show My Homework and check if your child has been doing his or her work. We will also be running a report at the end of each day and will contact you if your child has not logged on. Teachers will also be letting us know when students have not completed work or are not engaging and we will contact you about that as well.

As you know, there is no end date to this and we are very anxious that students keep up to date with work. We need to make sure that they do not fall so far behind that when school does return, they are able to do the work and to have learned what everyone else has been learning.

### Show My Homework Reminder

- Students log on to Show My Homework.
- Find their class. Do the work.
- Every child has been given a Home Learning exercise book. Students can use this to complete work not done directly onto SMH or emailed to teachers
- Work has been set by your child's teacher, who is online during the lesson.
- Students can communicate with their teachers through SMH or by email. All students have a school email account and teachers email addresses on the contact list. Just type in the surname and teachers' names should come up.
- All teachers are online for all lessons unless they are unwell or have sick children/relatives. If this is the case, there will be a message for students explaining this and work will be set by another teacher.
- Students ARE expected to work through the normal school day and complete work to the best of their ability. However, we do understand if they are unable to work at those particular times if parents need the computer. In these cases, please let us know and ensure that your child is completing work.
- Teachers will be doing their best to mark work where they can and give feedback so students can continue to improve.

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Any problems with lessons, please communicate through Show My Homework or email the teacher if that doesn't work. If work is unavailable for any reason, we expect students to read. If children need to come in and collect work or materials, we will arrange this in a controlled way that allows for social-distancing. We will contact you about this.

### **Parent Timetable Tracker**

Attached is a helpful tool that is designed to support parents to keep track of what your child has to do and how well they are working. Ask your child to fill in his/her timetable and rate how well they are working/completing work. It also allows you to review the day with him/her and plan any contact you need to make with teachers.

### **Monitoring Children's Work**

We intend to monitor children's work as best we can and check that they are logging in and working during lesson time. If they are 'absent' we will contact you. Except for children who are really unwell, it is good for all children to keep their brains exercised and busy, especially in such difficult times. It is good for their mental health to be occupied and to feel that they are making progress, developing and that they are still part of the school community.

### **Pastoral Support and Help**

Heads of House, Pastoral support, PFSA are all working during this time as long as they do not become ill or have to care for ill dependents. If you need to contact one of the team, please email or phone the office if it is urgent and they will pass on your concern.

Other support can be accessed through the website. Please find the SAFE section on the front page.

Out of hours and emergency numbers are also on the website front page -keep scrolling down.  
<https://www.castleschool.co.uk>.

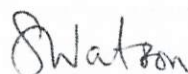
Help can also be found here: <https://www.mentalhealth.org.uk/publications>  
<http://www.sharesomerset.co.uk>  
<https://www.nhs.uk/conditions/stress-anxiety-depression/worried-about-your-teenager/>

I want to thank all parents/carers for your unfailing support and appreciation of our staff. I hope we are able to provide education for our children during this time. As always, we will work in partnership with you to support your child so that when school opens again, students will not fall behind but have acquired new knowledge and skills.

I will keep in touch weekly and hope we can share good news stories as well as any notices. Please do keep feeding us with news about our children's achievements in in such limiting circumstances.

Take care and to all our students, stay safe.

Best wishes



Mrs Watson