



17th March 2020

Dear Parents and Carers,

Continuity of Teaching and Learning at PCS

Following on from my most recent communication please read the information below that outlines how we intend to support our students and to continue teaching in the event of a closure. **Please note that at this current time the Government has not closed schools.**

At PCS we aim to ensure that teaching and learning continue as effectively as possible in the event of a closure. We have high expectations and a commitment to teaching and learning. We do this in partnership between students, teachers and parents/ carers.

We value the work our students do and the progress that students make. To ensure students continue to learn and make progress the following will apply:

- School work will be set daily between the hours of 08.40 and 15.00 according to the existing structure of the timetable.
- Our main method for distributing information will be via the school website.
- Our main method of communication of school work will be via Showmyhomework (SMHW) (Satchel).
- Teachers will set appropriate and relevant work for students.
- Work will be required to be completed by all students.
- Work will be monitored and assessed.

How can parents help?

Our aim is to keep teaching and learning to ensure students make effective progress.

Please ensure that your child can access the SMHW website. If your child can't access the internet, then please let us know so that we can provide them with a work pack.

Talk with your child about the work that has been set for them and the importance of completing it.

Check the SMHW website for the work that has to be completed.

If there are questions about the work, then please email the subject teacher* for further guidance or an explanation if more help is needed.

*Please note that if staff are ill then an email response may be more than 24 hours later.

What will staff do?

- Set work for students according to the timetabled lesson for that day through SMHW.
- Set work that is appropriate for the students and achievable in that hour of learning. Staff won't set blanket amounts of work as this may be overwhelming.
- Give feedback on the work that has been submitted and record the work that has been completed by students.
- If staff are ill, then the absence procedure will be followed and students will be informed.
- For students with additional needs a member of our SEN team will provide remote support to enable students to access the work and answer queries.
- Reward students using the reward points for completing the work and use behaviour points for non-completion of work.

What will students do?

- Check SMHW each day at their normal timetabled lesson.
- Submit the work required and respond to any feedback given.

Yours sincerely,

Darren Warner-Swann
Head of School