



St. Edward's Church of England Academy
Westwood Road, Leek, ST13 8DN
Telephone: 01538 714740
Principal: Mr. T. Hutchinson
<http://stedwards.academy>

Wednesday 6th January 2021

Dear Parent/Carer,

I hope that you and your families are safe and well.

Critical Worker and Vulnerable places:

Under the new Lock Down guidance we have offered places as the guidance suggests to Critical Workers and Vulnerable pupils. However, at the current time the demand for places is so high that we are having to now cap the number of places and create a waiting list.

I would request that parents/carers consider if they can have their children at home and utilise our remote learning offer then they should.

We need to maintain a safe in school capacity and are awaiting further Government guidance on this. As if we have an ever increasing number of pupils in school the risk of transmission increases and this will counter the benefits of being locked down.

The waiting list will be reviewed weekly and is subject to changes in Government guidance and safe staffing levels within the Academy.

Online Safeguarding during live lessons:

To safeguard our pupils online, we will be talking them through the following points to keep them safe. We would appreciate it if you could support us with these measures by talking them through with your child and helping him/her to understand their importance. We also politely request that the online learning is only viewed and engaged with by the child it is intended for, as images of other children may be visible on screen.

Live Lesson Safeguarding Measures:

Pupil Guidance

- You must not be in your bedroom but a shared space in your house
- You must wear appropriate clothing – no pyjamas, T-shirts with offensive slogans etc.
- You should blur your background

Please note that:

- Everything you say or type may be recorded and the text, speech or recording is or maybe shared with one or more classes
- The school behaviour policy is in effect including expectations regarding online learning



- You must inform the teacher prior to you leaving a live lesson
- Your attendance and contributions to online lessons are recorded, tracked and monitored and if you do not engage with these sessions you will be contacted by the Academy to find out why
- Pupils re-posting or recording any part of the lesson is strictly prohibited

Pupil Consent for Live Online Learning:

To ensure that we have your consent for your son or daughter to take part in 'live' lessons.

Please can you complete the simple form that can be found [here](#).

This is simply to ensure that we have safeguarded our Academy community.
Can this form please be completed by 4pm on Thursday 7th January 2021.

Behaviour during Live Streamed Lessons:

I would like to remind all parents/carers that the behaviour of your child/ren during live lessons or via the online Microsoft Teams portal is still your responsibility. The Academy Behaviour policy and expectations that are on our Academy website and have been outlined to all pupils will be upheld by staff during sessions. But I would politely request that you ensure your children meet these requirements. This also stands for all parents/carers and I would remind you that live lessons are being streamed to multiple pupils and parental/carer conduct that is not suitable will be dealt with swiftly and directly.

I understand the home schooling, online learning and the pressures of lock down are upon us all but please remember that Academy staff are doing their utmost to provide learning for your children, technological failure happens to everyone and we are dealing with children and need to keep them safe. Abuse or derogatory behaviour will not be accepted.

Volunteers Required for Lateral Flow Testing within the Academy.

A letter was sent out yesterday requesting that anyone linked to the Academy who feels able to volunteer to aid the Academy in providing Lateral Flow Testing would be gratefully received.

If you could potentially assist us please can you complete the form that you can find [here](#).

Contacting the Academy:

To assist you in contacting the correct person at the Academy when you have a query, please continue to utilise the CONTACT link on the Academy website for all general and office focused enquiries. For any subject specific questions, please utilise the following addresses to access key subject specialists:

- For Maths maths@st-edwards.staffs.sch.uk
- For English englishst@st-edwards.staffs.sch.uk
- For Science and Computing scienceandcomputing@st-edwards.staffs.sch.uk
- For Geography, History and MFL humanandlang@st-edwards.staffs.sch.uk



- For RE re-sted@st-edwards.staffs.sch.uk
- For Creative Studies creativestudies@st-edwards.staffs.sch.uk

Safeguarding

Keeping our pupils and their families safe is our most important job.

If you have any concerns, please call First Response on 0800 131 3126 or the NSPCC on 0808 800 5000 or Childline on 0800 1111. If you need to contact us, please do so via the Contacts link on the Academy website.

There is a lot of support available to help keep your child safe online. Below are some useful links to help parents and carers:

- Think You Know: <https://www.thinkuknow.co.uk/> (advice from the National Crime Agency to stay safe online)
- Internet Matters: <https://www.internetmatters.org/> (support for parents and carers to keep their children safe online)
- Parent Info: <https://parentinfo.org/> (support for parents and carers to keep their children safe online)
- LGfL: <https://www.lgfl.net/online-safety/> (support for parents and carers to keep their children safe online)
- Net Aware: <https://www.net-aware.org.uk/> (support for parents and carers from the NSPCC)

Yours sincerely,



Mr T Hutchinson
Principal

January 2020: Remote Learning Timetable

Year 5

	Lesson 1	Lesson 2	Lesson 3	Lesson 4	Form Time/Collective Worship 1.40 pm - 2.00pm	Lesson 5	Lesson 6	
	8.55 am – 9.45 am	9.45 am – 10.30 am	10.55 am – 11.45 am	11.45 am – 12.35 pm			2.00 pm – 2.50 pm	2.50 pm – 3.40 pm
Monday	Science		English	Maths				Geography
Tuesday		PE	English	Maths				History
Wednesday	English		Science	Maths			Music	
Thursday	English		Creative Studies	Computing			French	Maths
Friday	Maths	English		RE			PE	



Year 6

	Lesson 1	Lesson 2	Lesson 3	Lesson 4	Form Time/Collective Worship 1.40 pm - 2.00pm	Lesson 5	Lesson 6	
	8.55 am – 9.45 am	9.45 am – 10.30 am	10.55 am – 11.45 am	11.45 am – 12.35 pm			2.00 pm – 2.50 pm	2.50 pm – 3.40 pm
Monday	English		Maths	Creative Studies			Science	
Tuesday	English		Maths				RE	Geography
Wednesday	Maths		English	Computing			PE	Music
Thursday	Maths		English				Science	French
Friday	History		Maths	PE			English	

Year 7

	Lesson 1	Lesson 2	Lesson 3	Lesson 4	Form Time/Collective Worship 1.40 pm - 2.00pm	Lesson 5	Lesson 6	
	8.55 am – 9.45 am	9.45 am – 10.30 am	10.55 am – 11.45 am	11.45 am – 12.35 pm			2.00 pm – 2.50 pm	2.50 pm – 3.40 pm
Monday	French	Maths	PE				Computing	English
Tuesday	History	Maths		English			Science	
Wednesday	RE		Maths	English				Science
Thursday	French		Maths	English			PE	Creative Studies
Friday	English	Geography		Maths			Music	PHSE

Year 8

	Lesson 1	Lesson 2	Lesson 3	Lesson 4	Form time/Collective Worship 1.40 pm - 2.00pm	Lesson 5	Lesson 6	
	8.55 am – 9.45 am	9.45 am – 10.30 am	10.55 am – 11.45 am	11.45 am – 12.35 pm			2.00 pm – 2.50 pm	2.50 pm – 3.40 pm
Monday	Maths	History		French			English	
Tuesday	Maths	English	RE	Geography			PE	
Wednesday	Science		Creative Studies				Maths	English
Thursday		PE	Mu	Maths			English	Computing
Friday	Science		French	English			Maths	PHSE



Work will be delivered through Microsoft Teams. Where possible try and follow the timetable since some of the lessons will be delivered 'live'. If that is not possible work will be uploaded for you to complete. The time not allocated will allow pupils to catch-up on previous lessons, be able to exercise or carry out creative tasks to support their well-being.

