

7<sup>th</sup> January 2021

Dear Parents and Carers

**School closure during national lockdown** - In line with government guidance and the imposition of a national lockdown I am writing to confirm that Yardleys School is now closed and that pupils should remain at home and study online. I know that this will be, once again, very unsettling and distressing to many children, parents, carers and families. The school will be available to help and support your children and yourselves as much as possible during these difficult times.

**Government guidance and regulations** - Please note the latest government guidance regulations should be followed at all times. The latest information can be found here: <https://www.gov.uk/coronavirus> The safety of everyone is our first and most important priority both in and out of school. The new strain of Coronavirus is much more infectious and therefore we must all play our role in reducing transmission by collectively sticking to the rules and minimising our contacts with others.

**Remote Learning** - All pupils should access their online learning via 'My Courses' on the school website and virtual learning environment (VLE) [www.yardleys-vle.com](http://www.yardleys-vle.com). Pupils should access their year/class pages and follow their normal timetable each day. For each lesson there will be a recorded lesson from their normal teacher together with follow up activities to help consolidate the learning. Pupils are able to send messages to their teachers via the VLE messaging system.

**Microsoft Teams** - From next week we will also be providing additional interactive sessions via Teams so that we can further support pupils. Initially this will begin with a single trial form group session on specific days and times next week as outlined below. Details on how to access Microsoft Teams are provided on the next page.

- Monday January 11<sup>th</sup> 9.15am Year 11
- Tuesday January 12<sup>th</sup> 9.30am Year 10
- Tuesday January 12<sup>th</sup> 9.45am Year 9
- Wednesday January 13<sup>th</sup> 8.45am Year 7
- Wednesday January 13<sup>th</sup> 9.00am Year 8

Please try to ensure your child attends these first trial sessions so we can better support them with their learning at home. Your child's form tutor will telephone any pupil that did not attend their form group session to ascertain if there are any problems. We will notify pupils of any further live Teams lessons via the VLE class page and calendar as well as their Microsoft email.

**Year 11 GCSE Exams** - Please note that although exams have been cancelled and replaced with teacher/school assessed grades. It is still very important for year 11 pupils to continue to study in order to achieve the best grade to be awarded by the teachers and school. The exam boards will be checking by looking at pupil work as to whether teachers have awarded the correct grade to each pupil. As a school we will be holding further mock exams after the Easter holidays so that we can gauge how well pupils have learnt their subjects. We will also be closely monitoring pupils' participation and studies during the school closure. Additional assistance and resources over the coming weeks so that all pupils can achieve their best grades and are fully prepared for the next stage of their education, training or employment.

**Year 11 careers education support** - We will be providing support and resources regarding pupils' application and transition to colleges and sixth forms later this year. Please refer to the careers education page on the VLE for further information.

### **In School Provision**

There will be some in school provision available for vulnerable pupils or pupils whose parents are critical key workers and are not available to be at home with their children. The provision will be the same as those pupils at home i.e. they will be in school to access online learning on a computer. Please note such provision must be requested in writing to the Headteacher via email on [enquiry@yardleys.bham.sch.uk](mailto:enquiry@yardleys.bham.sch.uk). The school will require documentation to confirm the key worker status of parent(s).

As I mentioned previously we at Yardleys understand these are challenging times for everyone. Please do not hesitate to contact us via email [enquiry@yardleys.bham.sch.uk](mailto:enquiry@yardleys.bham.sch.uk) should you have any queries about any issues regarding the school closure, your child's welfare or education.

Yours sincerely



BRYNLEY EVANS  
Headteache

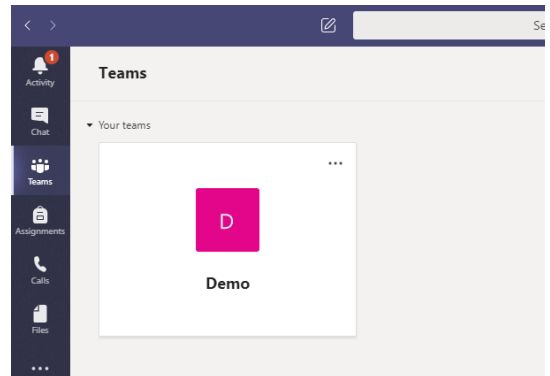
## Microsoft Teams Parent Guide

Yardleys School intend to start providing some live interactive sessions between teachers and students, which is aimed to compliment the work already being provided on the school website.

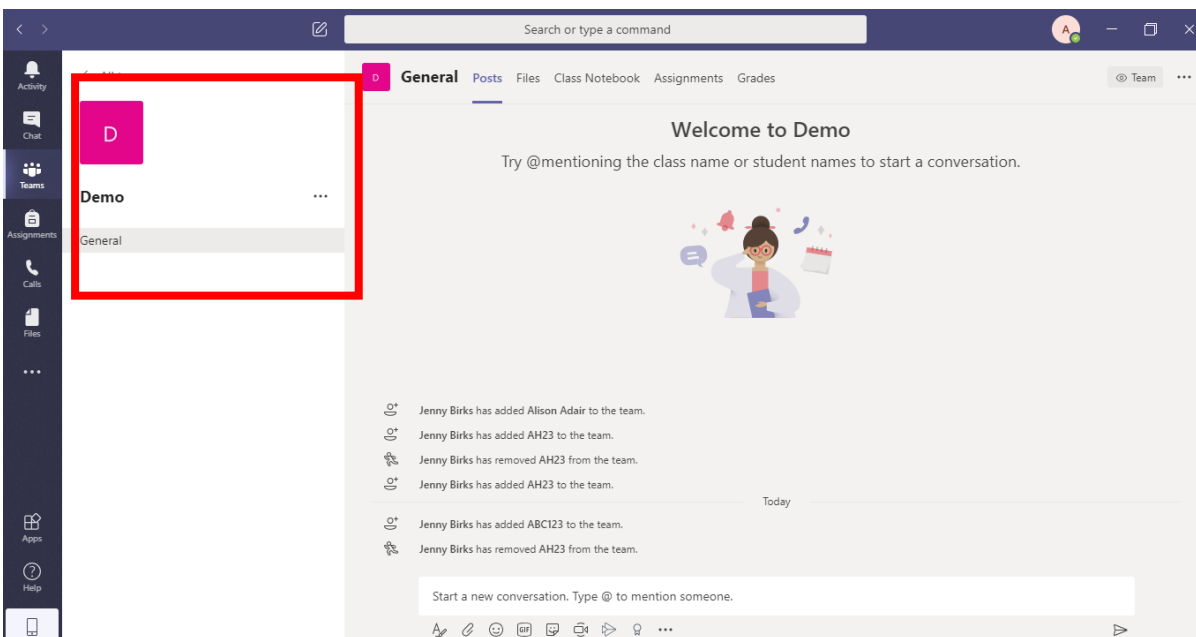
Pupils can either download Teams from <https://teams.microsoft.com/uswe-01/downloads> or download the app via the appropriate app store by searching for Microsoft Teams if they are using a phone, iPad, or tablet. They will need to login with their four digit school login followed by @yardleys.bham.sch.uk and their school password.

Alternatively, if they are not able to download teams it works just as well by signing in to the online version at <https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/log-in> on any internet enabled device (even an Xbox or playstation).

The teams (teaching groups) that your child is in will then appear (These will start to appear over the next week). Click the team square to enter:



When in the team's general area, it'll look like this. Anything posted in this section is visible to the rest of this group.



For sessions that are live, your child will get an email sent to their school email account and it will also be listed on the VLE course page (in advance of their scheduled lesson).

As there may be multiple lessons in a day for your child to attend, the calendar on Teams will help keep track of the live learning schedule. The calendar button is on the left-hand side. They can click the purple button under the right date at the correct time to join in the live lesson. Your teacher will then allow your child into the lesson.



It would be a good idea to look at the Teams Calendar at the start of every day to see if they have any live sessions scheduled. If not, their work will appear on the school website as normal.

5 minutes before the lesson starts, the button will change and it will now say 'Join'.