



19<sup>th</sup> March 2020  
Ref: sr/sby/let07

Dear Parent/Carer

You will now be aware that School will be closed from Friday 20th March until further notice.

I have written separately to the parents of Year 11 and Year 13 students.

The only exception to this will be for the children of 'key workers' (yet to be defined by the Cabinet office but thought to include NHS and care home staff, police and fire service employees but also teachers, delivery drivers, those working in retail and those engaged in manufacturing ventilators and other vital medical equipment) and children with educational, health and care plans, special educational needs or eligible for free school meals. If your child falls into any of these categories and you wish for them to attend School next week, please contact us before we finish tomorrow. The aim of this directive is, of course, to allow key workers to work and to keep our more vulnerable young people safe amid social turbulence; you may decide this is better done at home. For those who do choose to attend, there will be a 'skeleton' timetable next week and we will evolve provision in time for after the Easter break (beginning on Friday 27<sup>th</sup> March).

More generally, I will keep you informed throughout this period via the website, our twitter feed and, primarily, parent call emails.

Furthermore, all students and parents should now have the Class Charts App as this will be the means of communication with regard to the continuation of learning at home during any absence.

There are numerous measures in place to support our young people, their families and staff but here are the most notable that are pertinent to the majority:

- It had been our intention understandably (until last night) to prioritise the Year 11 and Year 13 students ahead of public examinations in May-June and provide lesson-by-lesson support. This is no longer necessary, at least for the time being.
- This will allow us, in due course, to switch to a more focused approach with Year 10 and 12 as we need to continue to build towards GCSEs and A levels in 2021. You can expect, therefore, more to be asked of students in these years after the Easter break. Please bear with us as we amend our plans. In the interim, they will be set work (via Class Charts) to cover the initial two weeks.
- It is our intention to carry out assessments on the Year 10 and Year 12 course content either in the summer term (possibly remotely) or in September, depending on the length of school closure.
- Years 7-9 will receive fortnightly instructions from the Head of each curriculum area (again via Class Charts) throughout the closure.
- Work set should equate to two to three hours of tasks / activities per day.

11-18 Academy | Headteacher: Mr S P Beeley

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- Students without internet access at home will receive instructions/work packs in hard copy (if this applies to you and you have not yet made us aware, please do so).
- Some tasks can be self-marked but all work must be completed, kept and will be checked when School resumes.
- Students should email any queries to [admin@wellington.trafford.sch.uk](mailto:admin@wellington.trafford.sch.uk) and this will be cascaded to the appropriate member of staff (please write F.A.O. and the name of the teacher in the subject box). Students in Year 10 and 12 may be given the email of their subject teachers after the Easter break so they can pose any questions directly.
- Teachers (unless unwell, in which case I will notify parents) will be available on-line between 10am and 1pm each day. However, we cannot guarantee an immediate response under the circumstances, but certainly within 24 hours. Please note, a number of colleagues work part-time and will not be available on certain days.
- Students can contact their pastoral manager on [pm@wellington.trafford.sch.uk](mailto:pm@wellington.trafford.sch.uk) should they have any pastoral issues they wish to discuss.
- Our pastoral teams will be in regular contact with students/families who may need additional support.
- School will be open between 10am and 1pm each day with very much a 'skeleton' staff should you need any further support or guidance. N.B. this is not for teaching purposes.

These are unprecedented times but we, as a School community, will get through it with each other's support. Please continue to think of those who may need a bit of extra help at this time, particularly those for whom isolation and loneliness is a reality.

Please take good care of yourselves and our very precious young people, and we look forward to being back together soon.

Yours faithfully

**Mr S P Beeley**  
**Headteacher**