



Dear Parents and Carers,

The last few weeks have been extraordinary, and I appreciate that staff, parents and students will still be adjusting to this new way of living and working. Our aim is to provide as much support as possible to enable all students to engage in learning – be that on line or via the work being posted home.

Over the last week our IT team has done incredible work and we are now in a position to launch Microsoft teams for all students. Our website has now been updated to include a specific reference to all elements of student home learning. Please see the instructions for students on how to access/use Microsoft teams: <http://cgss.co/homelearn>

Remote Learning

It is not possible to recreate a usual school experience at home, however it is important to help your children to create daily routines and a structure that can be sustained over the weeks and months ahead. This structure will vary according to the different circumstances of each family, but each day should include study, some form of exercise and time for reading. These all have significant benefits to mental health and well-being.

Feedback from parents and students has suggested that organisation of tasks is proving to be a challenge. Please could I ask that you spend some time with your children reviewing the deadline/submission date for tasks so that they can then plan their time better and not feel overwhelmed.

To date the majority of students have been working extremely hard, but we realise that many students are still adapting to remote learning. Please ensure that your children are accessing the work via DODDLE and checking their school Gmail (@coxgreen.com) account throughout each day in case there has been communication from a teacher. Please remember that teachers may be unwell, or looking after relatives who are unwell. They will do their best to support your child's learning and respond to any queries during usual school hours.

Using Microsoft teams

In order to improve communication with subject teachers we have arranged a "shadow timetable" for each year group. At the designated times, your child's subject teacher or a member of staff from that team will be available to answer any questions, feedback on issues via the chat facility on Microsoft teams. This is linked to the teaching class which means all students in the class can see the questions that are being asked as well. Each cohort has been allocated a maximum of 3 three hours contact with staff per day as we believe that it is important that all students have opportunities to access other activities as well.

Year 7	Monday	Tuesday	Wednesday	Thursday	Friday
Period 1 9.15-10.15			Art		Science
Period 2 10.15-11.15		RS			Maths
Period 3 11.45-12.45	Computer Science		Music	History	
Period 4 12.45-1.45	Spanish			English	
Period 5 2.15 - 3.15	French	Drama	Technology	Geography	

Year 8	Monday	Tuesday	Wednesday	Thursday	Friday
Period 1 9.15-10.15		RS	Technology	English	
Period 2 10.15-11.15			Computer Science		
Period 3 11.45-12.45				Drama	Spanish
Period 4 12.45-1.45		History	French		Music
Period 5 2.15 - 3.15	Art	Science		Maths	Geography
Year 9	Monday	Tuesday	Wednesday	Thursday	Friday
Period 1 9.15-10.15	Block B	Science		Block C	
Period 2 10.15-11.15	Maths				
Period 3 11.45-12.45					English
Period 4 12.45-1.45				Block A	
Period 5 2.15 - 3.15			RS		

Subjects by block for Year 9

Block A	Block B	Block C
Food & Nutrition	Business Studies	Art
Geography	Computer Science	Business Studies
Graphics	Drama	French
History 1	Graphics	Geography
History 2	History 1	History 1
Media Studies	History 2	History 2
Music	Literacy	Literacy
PE	PE	Product Design
Product Design	Spanish	
Psychology		

Year 10	Monday	Tuesday	Wednesday	Thursday	Friday
Period 1 9.15-10.15					English
Period 2 10.15-11.15	Block C	Block A	Block B	Maths	
Period 3 11.45-12.45		Block D			
Period 4 12.45-1.45				Science	
Period 5 2.15 - 3.15					

Subjects by block for Year 10

Block A	Block B	Block C	Block D
Drama	Art	Art	Business Studies
French	Geography	Business Studies	Computer Science
Geography	History 1	Computer Science	Food & Nutrition
History 1	History 2	History 1	French
History 2	Media Studies	History 2	Geography
Media Studies	Music	PE	History
PE	Product Design	Photography	Product Design
Spanish	Psychology	Product Design	Spanish
Statistics		Spanish	

For students in Year 12, subject staff will make contact on teams and will arrange times as appropriate.

We will also be making contact with the families of students who do not have access to the internet or a computer, on a weekly basis to review how the work is going and to support with issues.

Finally, thank you for all the incredibly positive emails that have been sent to staff. Please do keep in contact. Our weekly newsletter is full of suggestions on how to engage with learning as well as other activities when both children and parents need a well-earned break.

Yours sincerely

Frances Walsh
Headteacher