

27 March 2020

Dear Parent / Carer,

Re: COVID-19 – distance learning and advice for families

It has been a week since the schools were closed to all but key worker and vulnerable families; the sense of community around King's Oak Academy has been overwhelmingly positive and we have felt proud of the staff and children in making their first strides into distance learning.

We are continuing to provide Free School Meals via our caterers, to students who qualify. These are coming in the form of packed lunches and are currently available for collection from our Canteen between 11.30-12.30 on Mondays and Thursdays; if you are eligible and/or your circumstances have changed, please get in touch. If you are planning to come in and collect a packed lunch, it would be helpful to know the day before.

Further to the latest government guidance, we are open as an emergency provision for young people whose parents are Key Workers¹ across the Easter holidays. Please let us know if you would like to send your child(ren) to us during this time. We are currently working with the local authority to clarify our opening arrangements over the Bank Holidays and we will be in touch to clarify this next week.

Thank you to students and parents/carers who have been in touch with King's Oak to pass on feedback about how we are all settling in to the different rhythm of home learning. There is a link in this letter for you all to contribute to a survey to pass on your thoughts and feedback to help us improve our ways of working and communicating.

We are aware that, for many, this has been an anxious time and we wanted to take the opportunity to reassure everyone in our community that we (parents, carers, staff and students) can all only do the best we can with what resources we have. This is a time that families will spend together; some of this will be engaged in educational activity and routine. This is also the time to take care of our well-being and relish each opportunity to have fun.

Proposed changes/adaptions to the way we work:

Our website now has a home-learning section, where our suggestions for a daily routine are loaded (it can be found under the key information tab). This is a guideline only; at King's Oak, we continue to recommend trying to distinguish between weekdays and the weekend because it is about striking the right balance that works for your family.

As of 30th April, our teaching staff will be setting the work for the whole week on a Monday. This will mean that parents/carers and our young people can decide how they want to plan that workload across the week and will, hopefully, mean that the workload becomes more manageable for everyone.

¹ as defined at the end of this letter

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From Tuesday - Friday, our staff will focus on providing feedback to our young people. As your child completes the work they have been set, they should be emailing it to our Department level email addresses:

Art	koartdept@clf.uk
Computer Science	koamathsandcomputing@clf.uk
Child Development	koahsc@clf.uk
Drama	koadramadept@clf.uk
Design and Technology	koadtdept@clf.uk
English	koaenglishdept@clf.uk
Enterprise (business)	koabusiness@clf.uk
Food Technology	koadtdept@clf.uk
French	koalanguagesdept@clf.uk
Geography	koageographydept@clf.uk
History	koahistorydept@clf.uk
Health and Social Care	koahsc@clf.uk
Health and Wellbeing	koahealthandwellbeing@clf.uk
Maths	koamathsandcomputing@clf.uk
Music	koamusicdept@clf.uk
RS	koaredept@clf.uk
Science	koasciencedept@clf.uk
Sport	koapestaff@clf.uk
Heads of House (pastoral support)	koaheadsofhouse@clf.uk
Senior Leadership Team	koaseniorleadershipteam@clf.uk

Once we receive the work (or questions about the work), we can then provide feedback to our young people so they can feel reassured that they have been doing the activities correctly. This feedback could be via phone, email or Insight notification. We are looking at how we can ensure every young person receives contact with us at least once a week as we really value our community here at King's Oak and want to be working alongside you in these unprecedented times.

If you have any questions regarding how your child can access our distance learning resources, please contact your child's classroom teacher / tutor in the first instance.

Yours sincerely,



Katherine Ogden

Associate Principal

KOA Distance Learning - Parent Feedback Link

<https://forms.office.com/Pages/ResponsePage.aspx?id=ViObpySMIkm0IMbibQtAkTXtOzH7h3VEi0BmE--lgtFUQ1ZQVUNPUktPR1c4N0tQSzZPQUs2NFBNUi4u>