



# ST JAMES'

CATHOLIC HIGH SCHOOL

25<sup>th</sup> September 2020

Dear Parent/Carer

**Re: Update to Plans for Remote Learning**

I am pleased to confirm that there have yet again been no positive cases of Covid-19 amongst staff or students at St James'. Further to my communication on Tuesday regarding our remote learning plans in the event of a Year group isolating, we would like to remind parents and carers that it is their responsibility to ensure Zoom accounts are set up correctly and that students can access the online platform should remote learning become necessary. This could involve parents setting up the Zoom account for their children to confirm that they have read the key bullet points in the previous letter.

We will also be issuing students with St James' email addresses. Students will be receiving their email addresses and login details in the coming days, these will be handed out in form time and posted home for any student who is absent. They will need to use Gmail to access this and upon first login will be required to change their password. It is important that students do this as soon as they receive their email addresses so that any technical difficulties can be resolved. This will also allow for students to communicate securely with St James' staff and submit work via email should a Year group be isolating.

If students do not have access to IT equipment at home, please contact the relevant Pastoral Manager, Mrs Chadwick for Key Stage 3 and Mrs Harrop for Key Stage 4. If students have any technical difficulties, please contact our IT technicians, [a.millar@stjamesheadle.co.uk](mailto:a.millar@stjamesheadle.co.uk) or [t.millar@stjamesheadle.co.uk](mailto:t.millar@stjamesheadle.co.uk)

For all other queries related to remote learning please contact Mrs Pickles [c.pickles@stjamesheadle.co.uk](mailto:c.pickles@stjamesheadle.co.uk)

Please do continue to pray for the whole St James' family as we progress through this pandemic.

Yours faithfully

Mr A Pontifex  
Headteacher