



ST JAMES'

CATHOLIC HIGH SCHOOL

5th January 2021

Dear Parent/Carer

Re: School Return Update 5th January

Firstly, if I am being completely honest, I did expect to have to write to you again this week, I did not however expect it to be the very next day! Following the announcement from the Prime Minister last night, St James' will remain closed until February half term for all students other than those who are vulnerable or where parents are critical workers. Critical worker or vulnerable students are defined as follows:

- Any parent or carer in your household is a critical worker and you will not be able to care for your child or children at home
- They have a child protection plan
- They have an education, health and care plan (EHCP)
- They need other specialist support – in which case the school, your local authority or your social worker will contact you directly

If your child falls into one of the categories above it is up to you to decide as a family whether your child comes into school. We will support them in school if you need us to. If your child falls into one of the categories above, please let us know **before Friday 8th January at 12pm** by emailing keyworker@stjamesheadle.co.uk otherwise we are **not** expecting to see your child on Monday 11th and we will need to send them home. If your child does attend, **please ensure they attend in full school uniform with a set of headphones to plug into a computer to hear the Zoom lessons and bring a packed lunch as the canteen will be closed.** If you are sending your child in, as you are a critical worker please provide evidence of your workplace, for example an ID badge, along with your shift pattern for the week beginning 11th January.

All students who are remaining at home will have lessons online via Zoom and will follow their normal timetable, including Form time, as is written in their planner. For clarity, the first week back is **BLUE** week and I have included the times that your child will need to login to Zoom for each period below. Please do allow members of staff 10 minutes either side of the time to get set up as they may have just finished with another class. Unfortunately, all extra catch up sessions have been postponed until further notice. If your child has difficulties accessing a lesson please contact the member of staff directly, all details are on the website <http://www.stjamesheadle.co.uk/staff/>

Form time:	8.45am
Period 1:	9.00am
Period 2:	10.00am
Period 3:	11.15am
Period 4:	12.15pm
Period 5:	2pm

All Zoom codes have already been sent to you in a letter from Mrs Pickles before Christmas. Your child's Form Tutor will include their Zoom code on Show My Homework. I will also ask all staff to add their Zoom codes to Show My Homework in case any letters have been misplaced. For any concerns around online learning please contact Mrs Pickles c.pickles@stjamesheadle.co.uk



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Students will need to set up a free Zoom account if they do not already have one, this can be done by visiting <https://zoom.us/> and they may use their St James' school email address. They must enter the classroom using their surname and form so as to identify themselves to the teacher; students will only be admitted who are in that teacher's class. It is imperative that students behave appropriately during these online lessons; anyone who does not will be removed from the lesson and not allowed to re-join. There will be no 1:1 video conferencing, staff who are teaching an online session where only one student has arrived will end the session.

The safety of our students is paramount so we would like to draw your attention to the following:

- Video conferences will only be hosted on school accounts and devices
- Meetings will be set up with safety and security as a priority
- Staff will remind students not to share private information
- We may record the lesson so that it can be reviewed if there is a need to. Recordings are strictly for the school's use only and to support in the safeguarding of our students

We would ask that parents ensure:

- Students are dressed appropriately; this does not need to be school uniform
- There is nothing in the background that may be distracting or private
- A secure internet connection is used

Should your child have any difficulties accessing IT provision for online learning, please contact the appropriate Pastoral Manager. For Years 7, 8 and 9 c.chadwick@stjamesheadle.co.uk and for Years 9 and 10 y.harrop@stjamesheadle.co.uk

If your child has any technical issues accessing Zoom, they should contact our ICT technicians, a.millar@stjamesheadle.co.uk or t.millar@stjamesheadle.co.uk

St James' will again be providing vouchers to our families who are eligible for Free School Meals starting the week beginning 11th January. Unfortunately, circumstances may have changed for a number of families during the Covid-19 crisis. For instance, parents/carers may have been furloughed or lost their jobs in which case you may now be eligible for Free School Meals. Please do contact our School Business Manager if you require any further information or if you would like to view the qualifying criteria please visit the web link: <https://www.stockport.gov.uk/free-school-meals>

We are planning to hold our parents evening and option evening virtually as planned this half term, more details will follow from Dr Guscott.

Our dedicated webpage will once again be the main source of updates so please continue to check this frequently. Any new information will be published here <http://www.stjamesheadle.co.uk/coronavirus-information2021/>

Finally, thank you for your continued support and prayers for all of the St James' family as we continue through this pandemic



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Yours faithfully

Mr A Pontifex
Headteacher