



Ian Ramsey Church of England Academy

Head Teacher: Mr B. Janes BSc Hons, NPQH
Executive Head Teacher: Mrs G. Booth BA Hons, M.Ed.



18th December 2020

Dear Parent/Carer,

Firstly, I would like to thank you for your support during our first term. I am grateful for your understanding and patience while school staff continue to respond to the challenges presented in the current climate. Our pupils have responded positively to the necessary changes in place and I extend my sincere thanks to you for your support.

Yesterday afternoon, the Department for Education announced that the return to school in January will be staggered in England, with some pupils starting online rather than in class to support the National Covid testing scheme. I would like to reassure you that we are prepared for remote learning and have had contingency plans in place since September 2020. In response to yesterday's announcement, we have put the following plan in place to support all our pupils as we start the new term on Monday 4th January 2021.

Year 11

All pupils should attend school as normal on Monday 4th January 2021. Pupils will access lessons as per their timetable as they continue to work towards their final GCSE examinations.

Year 7-10

Pupils will be expected to access learning remotely from **Monday 4th January 2021** until **Friday 8th January 2021**. All lessons, unless there is staff absence, will be live via Google Classroom. A link to a Google Meet will be visible to pupils beneath the class code for each subject. Please see attached guide for pupils on how to access Google Meets. They will return to school on **Monday 11th January 2021**.

Pupils should:

- Log into Google Classroom every day to access the learning for the day. All lessons will be live via Google Meet unless there is a message on Google Classroom to direct pupils to work on another format in the instance that the member of staff is absent.
- Adhere to all behaviour expectations when accessing live lessons which can be found on the Blended Learning document which is available on the Academy website by clicking [here](#)

Key worker and vulnerable children

Children of key workers in Year 7-10 (click [here](#) for the Government's list of key workers) can attend the Academy from Monday 4th January, as can those who are considered vulnerable (click [here](#) for the Government's definition of vulnerable children and young people). In order to allow us to prepare for this, please complete the [Key Worker Declaration Form](#) by **Tuesday 22nd December 2020** if you consider your family meet the following criteria:



Ian Ramsey CE Academy, Fairfield Road, Fairfield, Stockton-on-Tees, TS19 7AJ
Tel: 01642 585205 Email: enquiries@ianramsey.org.uk

Dayspring Trust is a company limited by guarantee (company number 8310825) and exempt charity registered in England and Wales.
Registered Office: Tunstall Bank, Sunderland, Tyne and Wear, SR2 0SX

1. You are a key worker and would need your child to attend school (please note: evidence from your employer would be required as it was during the March lockdown.)
2. Your child is vulnerable and would need to attend school.
3. Your child is entitled to FSM and we do not have your current bank details, so we would be unable to transfer your FSM funding.

If you have already completed the form for key worker and vulnerable pupils, you do not need to complete it again.

Pupils in school will access the same learning as those who are accessing their lessons remotely and will continue to be grouped to maintain their year group bubbles.

We will be providing a meals service in school as usual from Monday 4th January 2021. If your child is in receipt of Free School Meals, you will have the additional monies credited to your nominated account for that week in the usual way, unless your child is in school.

In these challenging and trying times, we can find comfort in the words of Psalm 46 and Isaiah 41:

'God is our refuge and strength, an ever-present help in trouble.'

- Psalm 46:1

'So, do not fear, for I am with you; do not be dismayed, for I am your God. I will strengthen you and help you.'

- Isaiah 41:10

Finally, as we come to the end of a long and tiring term for all, may we take this opportunity to wish you and your families a joyful, happy and safe break over the Christmas period. I appreciate that this is a lot of information at short notice, with little time for you to prepare. We will endeavour to keep you as up to date as possible throughout the Christmas period so that we all understand what to do next term.

Best wishes,

Mr. B. Janes
Headteacher

Pupil instructions for joining classes

- Google Meet lessons

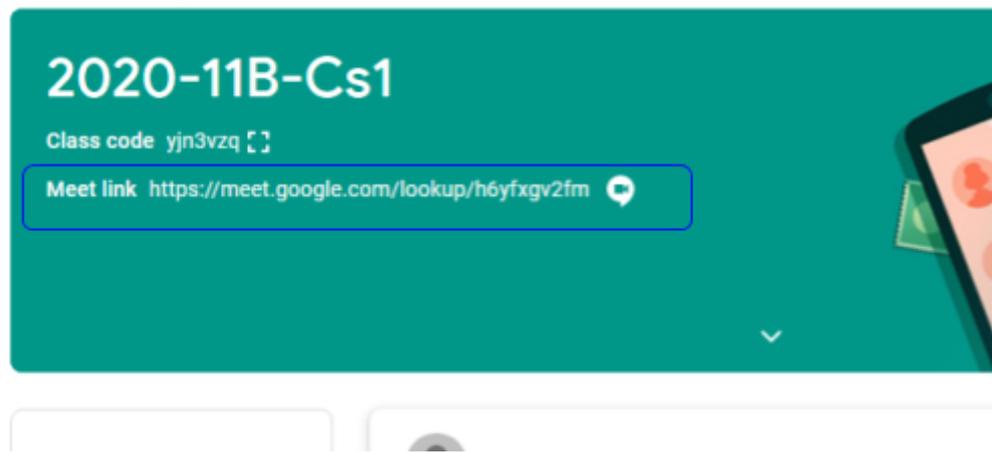
Step 1 - Sign into your device

The instructions for accessing Google Classroom on your devices can be found by following this link: <https://sites.google.com/ianramsey.org.uk/students-classroom/home>

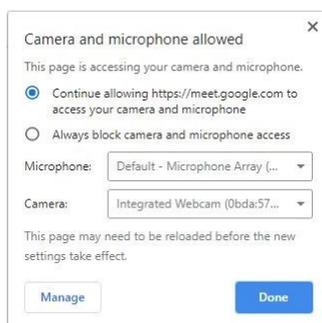
You will need to sign into the link with your school email address and password. If you do not have this information, then email password@ianramsey.org.uk.

Step 2 - Finding your lesson

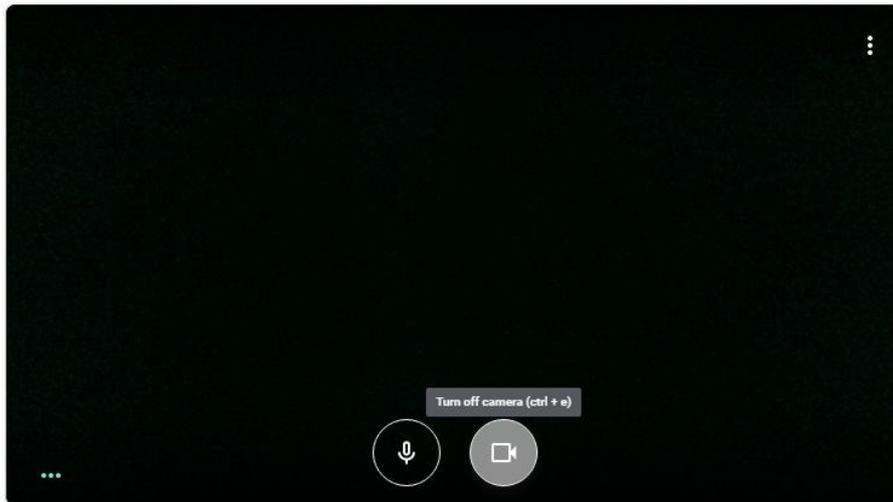
1. Navigate to the correct class.
2. Follow the link to the Google Meet.



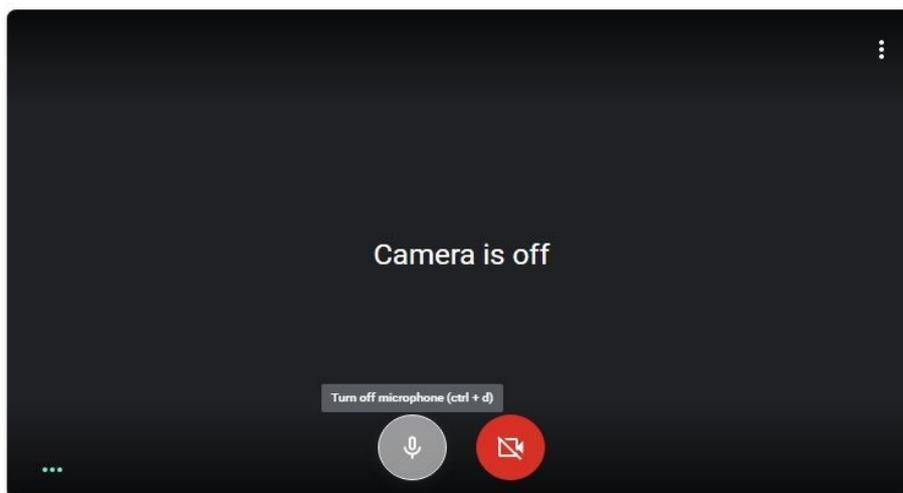
3. **Enable** access (the settings) to the **camera** so that the app / website allows you to join. This is to make the software work. You will **not** be using your **camera** in the lesson. This will normally occur in a small pop up window. On a windows computer, it may look like this:



4. You then need to **disable** the **camera** by clicking this button:



5. If you do not **disable** your **camera**, after a reminder from your teacher, you will be **removed** from the lesson.
6. You then need to **disable** the **audio** by clicking this button.



7. If you do not then, your teacher will be able to do this for you.
8. You should make sure that your volume is turned up so that you can hear your teacher. This will either be on your speakers, or your headphones.
9. You will now be able to follow the instructions from your teacher and take part in the lesson.