

EBE/srg

6<sup>th</sup> October 2020

Dear Parents/Carer,

I hope this letter finds you and your family well.

I am writing to keep you informed of the school's approach should our classroom circumstances change at any point in the future. Although we don't anticipate a return to lock down any time soon, I thought parents and carers would be reassured to know of our plans if this should happen. Therefore, in the event of a second lockdown, this is to let you know that the school will re-introduce a programme of daily live lessons tailored for each year group, using Google Classrooms.

As for attending school, attendance to live lessons is mandatory as this is the method by which we will continue to deliver the curriculum which is key to our students' progress. Therefore, live lessons will not be optional but compulsory. We have chosen to adopt this model as it proved to be very successful in term six and has shown us that it allows teachers to teach their subjects effectively and students to participate in and carry on with their learning. It is only by enabling students to engage with their teachers in this way that learners can close gaps in their knowledge, reinforce what they have already learned and embrace new content. Live lessons proved to be very popular last term with over 95% of students accessing their lessons online. Google Classrooms is an excellent facility for the delivery of lessons as recordings are made of each lesson and can be accessed later if students wish to revisit content or have missed a lesson for any reason.

As Year 7 students will be new to Google Classrooms, we will ensure they are trained on how to use the system should we need to move to this model at any point in the future. Students are able to use Smart phones or any other online platform that can access Google to log on to live lessons.

When using Google Classrooms, for safeguarding reasons, we do require students to mute their microphones and not to switch cameras on. In the event of returning to live lessons, we will remind all students of the protocols for behaviour. Codes to enable students to access their live lessons will be sent out in advance and lesson codes will not change for the duration of the period of lessons.

I would be grateful to hear from you if you envisage any technical or other issues with your son/daughter accessing live lessons. Specific details can be relayed via the talktous email. If you do not foresee issues, there is no need to reply to this letter.

Best wishes,

Ms E. Beer  
**Headteacher**

Willingdon  
Community School  
Headteacher:  
Ms E. Beer



Broad Road  
Lower Willingdon  
Eastbourne  
East Sussex BN20 9QX



T 01323 485254  
E [office@willingdonschool.org.uk](mailto:office@willingdonschool.org.uk)  
W [willingdonschool.org.uk](http://willingdonschool.org.uk)

