



# Clitheroe Royal Grammar School

Founded in 1554

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18<sup>th</sup> December 2020

Dear Parent / Carer,

As we approach the Christmas break we wanted to write with a number of updates as well as to wish you and your family a safe and happy holiday.

## Yesterday's Government Announcement

As you are probably aware by now, the [government announced yesterday afternoon](#) that there will be a "staggered start" to the new term: *"All non-exam year groups will receive full-time remote education, as close as possible to that which students would get in class, during the first week of term, with face-to-face education for all starting on 11 January... students in exam year groups, vulnerable children and children of critical workers will all attend school or college in person from the start of term"*. This means that Year 11 will return as usual on 4<sup>th</sup> January, with Year 7-10 receiving remote education for a further week.

Parents/carers who have previously informed us that they are Government-defined Critical Workers will receive a separate letter shortly explaining the CRGS+ provision which will be in place from Monday 4<sup>th</sup> January 2021. Please could we ask that if you receive this letter you spend time with your son/daughter looking through the detail of the CRGS+ provision and ensuring that your son/daughter knows all of the requirements and arrangements for this provision.

## Remote Learning

Staff will be in contact with students using their school email addresses and online software/resources such as Edmodo and Microsoft Teams. If students need to email staff, they must only do so using their CRGS school email address at any time. Should your son/daughter need to reset their school email or Moodle passwords whilst the school is closed they should email [administrator@crgs.org.uk](mailto:administrator@crgs.org.uk). Staff will be working as normal in school and will follow the usual timetable, so all students in Years 7-10 must be available for online learning at lesson times. If this presents a problem for your son/daughter, for example, due to lack of access to an appropriate device, please email [mainschool@crgs.org.uk](mailto:mainschool@crgs.org.uk) as a matter of urgency. Please note that if a member of staff is unwell, the lesson will not be live and work will be set for students to complete independently instead.

We expect students learning remotely to:

- be contactable during school hours and ready to follow the usual school timetable as far as possible
- complete work to the deadlines set by teachers
- engage appropriately in interactive learning
- seek help if they need it, from teachers and alert teachers if they are not able to complete work
- maintain high standards of conduct and follow the guidelines in the 'Acceptable Network and Internet Use Statement'
- attend a weekly check-in with their Form Tutor during period 1 on Tuesday

We have also attached a list of free online education resources that your son/daughter may find useful to complement and enrich their remote learning.

Your son/daughter may also find the videos on the Remote Learning area helpful as a reminder about how to access lessons on Teams, for example:

<http://www.crgs.org.uk/about-us/remote-learning/>

## Attendance

The attendance record of students who are accessing learning from home will not be adversely affected. Please could we ask that even during this temporary closure period you notify us of any student who is unwell and therefore unable to engage with remote learning. It is particularly important that we are informed of any student who receives a positive test result for Covid-19. This will enable us to conduct the necessary “track and trace” procedures. Please notify us by phoning 01200 423379 or emailing [mainschool@crgs.org.uk](mailto:mainschool@crgs.org.uk)

## Contact Information

A reminder also to please let us know straight away if you or another emergency contact for your child change any of your contact details over the break. We know that sometimes mobile telephone numbers change and it is even more crucial than usual that we have up-to-date contact information for you at the present time.

## Transport

School and public transport services which bring students to CRGS will continue to operate as usual from Monday 4<sup>th</sup> January 2021.

## Catering

If your son/daughter is in school they will be able to order their lunch using the usual forms.

## Student Support

If your son/daughter is eligible for free school meals or has an EHCP you will be contacted separately regarding CRGS+ in-school provision during the remote learning period.

If the current situation means that your family will experience significant hardship please do consult the [Financial Assistance](#) section of the website where you will find guidance regarding additional support available to families.

If you would like to alert us to any concerns regarding the emotional or physical health or wellbeing of any CRGS student during this period please email [studentsupport@crgs.org.uk](mailto:studentsupport@crgs.org.uk) This email address is monitored by one of our Designated Safeguarding Leads (DSLs).

We realise that many young people receive a great deal of support from school and their peers. During this period, you may find the attached list of sources of support useful.

For further advice and guidance on Covid-19, please consult [gov.uk/coronavirus](http://gov.uk/coronavirus).

## Track and Trace over the Christmas period

You may be aware that school staff have been asked to continue to Track and Trace positive cases during the first part of the Christmas break.

If your son/daughter attends CRGS Main School and tests positive at any point **up to and including 23<sup>rd</sup> December 2020** please email [mainschool@crgs.org.uk](mailto:mainschool@crgs.org.uk). A senior member of staff will then contact you and conduct a tracing exercise. We will then write to any affected parent/carers using the Insight system.

From 24<sup>th</sup> December 2020 onwards the tracing will move to NHS Track and Trace as your child will not have been in contact with people in school during their infectious period. Therefore please do not contact the school at this point.

If your son/daughter develops COVID19 symptoms towards the end of the holiday please ensure that

they are tested and remain at home until they are feeling better and are in receipt of a negative test result.

A reminder also that students must remain at home if a household member is awaiting a test result, until this is known to be negative. Please then let us know via voicemail or email if they are not returning to school immediately.

### **Staying safe online this Christmas**

Whether trying out new games, sharing family photographs or live streaming lunch, this December we will probably be spending more time online playing and socialising. CEOP have produced [a guide for parents and carers](#) on how you can support your child to be safer online this season. In addition, we attach two guides to help keep young people safe on any new devices they may receive.

### **Thank you**

We are extremely appreciative of all of the positive messages, emails, cards and gifts which have been delivered to both sites in recent days. It means a great deal to all of our staff to feel the support from parents, students and the community and we are very grateful.

We would like to wish you and your family a safe and peaceful break and look forward to welcoming your son/daughter back into school on Monday 4th January 2021 (Year 11) and on Monday 11<sup>th</sup> January 2021 (Years 7-10).

With best wishes,



Deputy Headteacher: Head of Main School

Deputy Headteacher: Head of Sixth Form

Chairman of Governors: Dr A D Clayton BSc PhD CEng MChemE

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