

Wednesday, 6th January 2021

Dear Parents and Carers,

The term ahead

Following the Prime Minister's recent announcement of a new national lockdown, this may sound like an odd way to start this letter, but I wish each and every one of you a Happy New Year. We may not feel graced with happiness presently, but I sincerely believe that it will return in the not too distant future.

Although the new term will undoubtedly present challenges, it will also present opportunities and cause for celebration. As an example of the latter, it is my pleasure to welcome the following new members of staff, who join the academy this week:

- Ms. D Mitchell-Rose Vice Principal (Academic)
- Ms. S Poolman Vice Principal (Pastoral)
- Mr. T English Assistant Principal (Sixth Form)
- Ms. E Owen Head of Social Sciences
- Ms. M Lidington Teacher of PE

I am also pleased to announce the following internal appointments, on an acting basis through until the end of the academic year:

- Ms Z Salloo Head of English
- Ms C Glenn Head of Year 12

Remote education

In accordance with government rules, except for the in-school provision offered to vulnerable students and the children of critical workers, **all students will be taught remotely until further notice**. The message from the government is clear: if children can stay at home, they should do so. Transmission rates are rising nationally and schools must close to limit the spread of the virus from children to adults.

From Monday 11th January, all students should attend remote lessons every day via Microsoft Teams. Students were taught how to use Microsoft Teams last term, both through assemblies and tutor time. Students were issued with a 'How to' guide which provides step-by-step instructions about how to use the programme. A copy of this guide has been emailed to parents and is also available to download from the academy's website.

Students should follow their normal academy timetable, by attending Tutor Time every morning, attending all six periods and taking break and lunch at the normal times. As a reminder, the timings of the academy day are as follows:

Years 7, Year 8 and Year 11

08:30 - 09:00	Tutor Time
09:00 - 09:50	Period 1
09:50 - 10:40	Period 2
10:40 - 11:00	Break
11:00 - 11:50	Period 3
11:50 - 12:40	Period 4
12:40 - 13:20	Lunch
13:20 - 14:10	Period 5
14:10 - 15:00	Period 6

Years 9, Year 10 and Sixth Form

08:30 - 09:00	Tutor Time
09:00 - 09:50	Period 1
09:50 - 10:40	Period 2
10:40 - 11:30	Period 3
11:30 - 11:50	Break
11:50 - 12:40	Period 4
12:40 - 13:30	Period 5
13:30 - 14:10	Lunch
14:10 - 15:00	Period 6

Students must join their lessons on time, as late arrivals will not be admitted. Every lesson will finish slightly early, to give students the opportunity to start the next lesson punctually by waiting in the lobby area to be admitted. Attendance at all online lessons will be recorded and monitored, and students' academy registration marks will be updated accordingly.

Students should complete all of their remote learning in the new, blank exercise book that was issued to each student on the final day of last term. Students should not use their normal subject exercise books for remote learning. Additional blank exercise books, as well as some spare stationery items, will be posted to every student next week.

If you are struggling to access the internet or do not have a device which your child can use for remote learning, please contact remoteteaching@pimlico.futureacademies.org as soon as possible. We have a limited number of laptops and dongles that we may be able to provide to the families who are the most in need. These will be available for collection from reception by appointment on Friday 8th January.

If your child has any technical difficulties in accessing remote learning (e.g. they have forgotten their password, or MS Teams 'doesn't appear to work'), they should send an email outlining their problem to remoteteaching@pimlico.futureacademies.org. This email account will be monitored during lesson time every school day. (If you are unable to send an email, you should call reception on 0207 828 0881, but this may take longer to resolve your query).

Pastoral care

Through the lockdown period, students will attend a remote Tutor Time session with their tutor every day between 08:30 and 09:00, just as if they were in school. It is important that students join this online session every day, just as if they were in school, as this provides the regular contact with tutors that is integral to pastoral care.

The first Tutor Time session will take place at 08:30 on Thursday 7th January. It is essential that all students join this session, as tutors will be explaining the arrangements for remote learning in the weeks ahead.

The academy takes mental health and wellbeing seriously and recognises that the new lockdown may be unsettling for some students. In the coming weeks, we will be setting up a page on the academy's website dedicated to providing advice about mental health and wellbeing. Students who currently access 'Place2Be', our counselling provision, will be able to continue doing so remotely. Information about this will be communicated separately to those students and their parents.

Safeguarding

The academy's safeguarding team is led by Ms. S Poolman, Vice Principal. She is the academy's Designated Safeguarding Lead (DSL). The safeguarding team comprises:

- Ms S Poolman, Vice Principal
- Ms L Reid, Assistant Principal and SENCO
- Ms Y Pond, Student Welfare Officer

Throughout the year, including during any period of academy closure, students and parents will always be able to contact a member of the safeguarding team by emailing safeguarding@pimlico.futureacademies.org. If you have any concerns about the safety or wellbeing of a child during lockdown, please do not hesitate to contact us.

Key worker provision

In accordance with Department for Education guidelines, vulnerable students and the children of critical workers can continue to attend the academy during the lockdown. The full list of eligibility criteria can be found here:

[Children of critical workers and vulnerable children who can access schools or educational settings - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

If your child meets the eligibility criteria, and you want them to continue attending school, you can request a place in our key worker provision by emailing keyworker@pimlico.futureacademies.org. Please do so by 4pm on Friday 8th January. Please only request a place if you have no alternative, as we want to minimise the number of staff and students onsite, so that we can minimise risk. Any student who is offered a place is expected to attend every day until the parent advises that the place is no longer required.

Students in the key worker provision will join the same MS Team lessons as their peers, by logging in from a computer room, supervised by a teacher. Students should arrive at academy reception for 08:15, so that they can settle in and log on in preparation for joining tutor time at 08:30. Students must wear full academy uniform and will be expected to follow the normal academy rules at all times.

Free school meals

Children who are entitled to free school meals will be able to collect a food parcel once a week from the academy. In accordance with government guidelines, each food parcel contains the ingredients to prepare five nutritionally balanced meals, along with recipe cards. You do not need to pre-register for the food parcels. They can be collected by the child or a parent from outside reception during allocated slots after school each day. The collection slots have been staggered by year group and tutor group to ensure that adequate social distancing can be maintained. The weekly slots are scheduled between 15:45 and 16:30 each day as follows:

Monday	Tuesday	Wednesday	Thursday	Friday
Year 7	Year 8	Year 9	Year 10	Year 11
15:45 – 7.1 & 7.2	15:45 – 8.1 & 8.2	15:45 – 9.1 & 9.2	15:45 – 10.1 & 10.2	15:45 – 11.1 & 11.2
16:00 – 7.3 & 7.4	16:00 – 8.3 & 8.4	16:00 – 9.3 & 9.4	16:00 – 10.3 & 10.4	16:00 – 11.3 & 11.4
16:15 – 7.5 & 7.6	16:15 – 8.5 & 8.6	16:15 – 9.5 & 9.6	16:15 – 10.5 & 10.6	16:15 – 11.5 & 11.6
16:30 – 7.7 & 7.8	16:30 – 8.7 & 8.8	16:30 – 9.7 & 9.8	16:30 – 10.7 & 10.8	16:30 – 11.7 & 11.8

If any sixth form students would like to receive food parcels, they can request this by contacting their tutor.

To kick-start the programme, all students eligible for free school meals are invited to collect their first food parcel at staggered times throughout the day on Friday 8th January. The collection times for this one day are enclosed.

Summer exams

The government has announced that students in Year 11 and Year 13 will not sit exams this summer. I know that students will be disappointed and frustrated at this decision, as they were looking forward to demonstrating their knowledge under exam conditions. The Department for Education is working with Ofqual, the exams regulator, to put in place alternative arrangements for assessment and accreditation this year. As soon as more information is available, we will share it with you. Although it is easier said than done, I urge students and parents *not to worry* at this time. I promise you that the academy will do everything in its power to ensure that students are assessed fairly and are accredited with grades that accurately reflect their knowledge and abilities.

To provide advice and reassurance, special assemblies will be held with exam year groups on Friday 8th January, via MS Teams, at the following times:

- Year 11 – 08:30
- Year 13 – 09:15
- Year 12 – 10:00

Confirmed cases of coronavirus

Despite your child not being in school, if s/he or another member of your household tests positive for Covid-19, please do keep the academy informed by emailing covid@pimlico.futureacademies.org and providing the following information:

- Name of child
- Year group
- Name of person in the household that has tested positive
- Date of the onset of symptoms (if any)
- Date of the test
- Date of release from self-isolation

You do not need to inform the academy unless a suspected case results in a positive test result, but you should continue to follow the government advice regarding self-isolation where appropriate.

And finally,

I know that none of us wanted to start the new year this way: staff and students alike were genuinely excited about returning to school later this week. However, I promise you that normality will return and we will come back more resolute and more determined than ever. In his novel, *L'etranger*, Albert Camus writes '*In the midst of winter, I found within me an invincible summer*'. It certainly feels very wintry at the moment, but together, as a community and as a family, we will triumph.

Yours faithfully,

A handwritten signature in black ink that reads "D. Smith". The signature is written in a cursive style with a small registered trademark symbol (®) at the end.

Mr. D Smith
Principal

Appendix 1 – Food parcel collection slots for students entitled to free school meals

To kick-start the programme, all students eligible for free school meals are invited to collect their first food parcel at staggered times throughout the day on **Friday 8th January**. The collection times for this one day are as follows:

Year 7	Year 8	Year 9	Year 10	Year 11
09:00 – 7.1 & 7.2	10:00 – 8.1 & 8.2	11:00 – 9.1 & 9.2	12:00 – 10.1 & 10.2	13:00 – 11.1 & 11.2
09:15 – 7.3 & 7.4	10:15 – 8.3 & 8.4	11:15 – 9.3 & 9.4	12:15 – 10.3 & 10.4	13:15 – 11.3 & 11.4
09:30 – 7.5 & 7.6	10:30 – 8.5 & 8.6	11:30 – 9.5 & 9.6	12:30 – 10.5 & 10.6	13:30 – 11.5 & 11.6
09:45 – 7.7 & 7.8	10:45 – 8.7 & 8.8	11:45 – 9.7 & 9.8	12:45 – 10.7 & 10.8	13:45 – 11.7 & 11.8

From **week commencing 11th January**, the weekly collection slots are scheduled between 15:45 and 16:30 each day as follows:

Monday	Tuesday	Wednesday	Thursday	Friday
Year 7	Year 8	Year 9	Year 10	Year 11
15:45 – 7.1 & 7.2	15:45 – 8.1 & 8.2	15:45 – 9.1 & 9.2	15:45 – 10.1 & 10.2	15:45 – 11.1 & 11.2
16:00 – 7.3 & 7.4	16:00 – 8.3 & 8.4	16:00 – 9.3 & 9.4	16:00 – 10.3 & 10.4	16:00 – 11.3 & 11.4
16:15 – 7.5 & 7.6	16:15 – 8.5 & 8.6	16:15 – 9.5 & 9.6	16:15 – 10.5 & 10.6	16:15 – 11.5 & 11.6
16:30 – 7.7 & 7.8	16:30 – 8.7 & 8.8	16:30 – 9.7 & 9.8	16:30 – 10.7 & 10.8	16:30 – 11.7 & 11.8