



Dale Avenue, Hassocks, West Sussex, BN6 8LP

Telephone: 01273 845892

Facsimile: 01273 846358

E.mails: [office@downlands.w-sussex.sch.uk](mailto:office@downlands.w-sussex.sch.uk)  
[head@downlands.w-sussex.sch.uk](mailto:head@downlands.w-sussex.sch.uk)

Headteacher: Mr M Wignall

31 December 2020

Dear Parent/Carer

I hope you were able to enjoy the Christmas period and wish you a Happy New Year. I am writing to update you on our plans for re-opening the school after the Christmas break following yesterday's announcement by the Education Secretary.

### Return to School

In line with the government's announcement, most students will not return to school on Tuesday 5 January, as published at the start of the academic year. In line with yesterday's guidance our current plans are as follows:

- The Inset day scheduled for Monday 4 January will continue as planned.
- There will be limited on-site provision for children of Critical Workers and vulnerable children from Tuesday 5 January – please see the separate section below.
- We are aiming for Year 11 students to return to school for face-to-face tuition on Monday 11 January.
- We are planning that students in other year groups will return to school on Monday 18 January, further details will be communicated in due course.

### Remote Learning

Our aim is to provide a structured school day online which, as far as possible follows our normal timetable and curriculum. Lessons will be delivered either by 'Live Lessons' in TEAMS or 'teacher explanation' lessons – lessons which are pre-recorded or have audio embedded into them.

Our evidence shows that teacher explanation lessons were successful during our first lockdown and enabled teachers to provide:

- explanations about the lesson's aim
- a range of planned activities
- feedback where appropriate
- opportunities for students to reflect on their learning
- modelling of processes and structures which are all key aspects of effective learning.

These lessons also give students the opportunity to pause and rewind teacher's explanation and work at their own pace.

Live lessons are delivered in real time via Teams and all live lessons will be recorded for students who are not able to join the lesson in 'real time'. Live lessons offer all of the advantages above.

The expectation is that students should complete work set by teachers and follow their normal timetable of lessons. The lessons (or invite to a live lesson) will be emailed to the student's email account before 9am each day. Recorded live lessons will be made available to students via Teams.

Students may be asked to submit work to their teachers and this will be done through 'TEAMS Assignments'; parents/carers and students will be notified through Edulink.

Students who have no internet access at home should get in touch by telephone on 01273 845892 or email [office@downlands.w-sussex.sch.uk](mailto:office@downlands.w-sussex.sch.uk)

Please note that remote learning will not be set on the Inset Day on Monday 4 January.



## Risk Assessment

Given the increase in cases locally and the Tier 4 restrictions we are subject to, we will strengthen our risk assessment in order to protect all members of our community.

When students return to school for face-to-face tuition all students (unless exempt) will be expected to wear face coverings at all times, including when in class. This is an extension of our previous risk assessment which required students to wear face coverings when in transit and in social areas. Exceptions to this will be:

- when outside
- when eating

For everyone's safety please ensure your child brings a face covering to school. For safety reasons we cannot guarantee admittance to class without a correctly worn face covering (unless exempt).

Apart from this change, the risk assessment will remain as it was before Christmas.

## Lateral Flow Testing

We have received limited guidance on setting up mass lateral flow testing at Downlands and there are further government webinars planned for Monday and Tuesday of next week. We intend to attend the webinars, following which we will plan our response. I will communicate with parents/carers once we have received and then processed this information.

## Provision for Children of Critical Workers and Vulnerable Children

We are offering on-site provision for the above groups from Tuesday 5 January. The criteria for critical workers can be found here:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

If you believe you are eligible for this provision, please email [gbarnard@downlands.org](mailto:gbarnard@downlands.org) by midday on Sunday 3 January – you will then receive a registration form.

Please note we will not be able to accept students who have not pre-registered on the scheme.

We are working on the assumption that school transport will continue to operate as normal. Students will need to wear face coverings at all times as above.

## Year 11 January Examinations

The Cambridge National examinations on Monday 11 January will continue as planned.

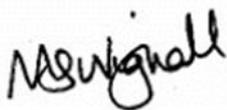
Due to the late start to term and potential issues with availability of invigilators, scribes and readers we have decided to postpone the mock examinations which were due to begin on Monday 11 January.

Our current plan is the mock examinations will now begin on Monday 25 January and will follow the previously published timetable, albeit 2 weeks later. A separate communication and updated timetable will be sent out in due course.

Thank you for your continued support in these difficult times. I will continue to keep you updated.

Wishing you a Happy New Year!

Yours faithfully



Mr M Wignall  
Headteacher