



Principal: Dr Katharine Vincent

Friday 15th January 2021

Dear parents and carers,

I hope that you and your families are keeping well at this time. I am extremely impressed with the energy and enthusiasm with which students have approached the transition to remote learning. Thank you for all you are doing to support students to learn from home during this time. I know it is a challenging time for families and appreciate everything you are doing to make sure students are able to access their lessons and continue to make progress with their qualifications.

Emergency school

Students who have an EHCP or a social worker, or who cannot access learning remotely, should continue to attend emergency school. This group of students should arrive at school each morning at 9am and finish lessons at 3.50pm Monday to Thursday and 2.10pm on Fridays. Any students who are attending emergency school will have breaks as usual during the school day and will be provided with a free lunch by the school. They are not required to wear school uniform during this time.

Remote learning

All students are being taught online by their teachers using Microsoft Teams. Students follow their normal timetables and to work towards their GCSE, A-level and technical or vocational qualifications.

Please find attached to this letter a weekly schedule for students. We hope this will help students to feel a sense of structure throughout the week and to manage their learning time effectively.

- Please notify the school if your son/daughter is having any trouble with their laptop or with internet access, so that we can support you with this.
- Students in all year groups should check in online in their House Team between 8.30 and 9am, so that their daily attendance can be recorded by the pastoral team.
- Lessons start at 9am each morning and students should be working all day until 3.50pm Monday to Thursday and 2.10pm on Fridays.
- The majority of lessons will be 'live', with teachers running lessons through Teams.
- When taking part in online lessons, students should follow the Code of Conduct; this includes being appropriately dressed, following teachers' instructions and adhering to all usual school rules.
- Attendance to lessons will be recorded and monitored in the usual way; if students do not attend online lessons then parents will receive a phone call (KS4) or a text message (KS5).
- Any students who regularly miss their online lessons or fail to complete work while learning remotely will be followed up by the pastoral team.



Support for remote learning

We appreciate that many families will have multiple members of the household at home working or learning remotely during this time. We know it can be challenging, but we would ask where possible for students to have a quiet space in which to work at home, to ensure they can fully engage with their online lessons.

For safeguarding reasons, we ask that parents and other family members do not appear on camera during students' online lessons and that they do not speak to students or teachers while lessons are taking place. We also ask that, where possible, families avoid interrupting students during their online lessons. Students will have breaks at the normal times, with a morning break between 10.40 and 11am and a lunch break between 12.40 and 1.20pm.

Free School Meals

As you will be aware, we have provided weekly food packages for the last two weeks, in accordance with government guidance. Since the government are re-starting the national voucher scheme, we are going to move to providing vouchers instead of food packages, once the national voucher scheme is up and running.

The national voucher scheme will again be run by Edenred, who are in the process of re-starting the national scheme and have informed us that it will be up and running within the next few days.

We will be going ahead with the distribution of weekly food packages on Monday 18th January. Eligible families should collect their package from the school on Monday 18th January 9am - 2pm. **If you are not able to collect the package and would like it to be delivered, please notify the school: info@mulberryutc.org .**

Mock Exams

Students in Year 11 and Year 13 will be sitting mock exams when they return to school after February half term. If we are not able to fully re-open the school building at that time, exams will be held online. Please encourage students to start preparing for their mock exams now, to ensure they are ready. Students should plan to use the February half term break (w/c 15th February) to revise for their mock exams.

INSET day

A reminder that the school has an INSET day on Wednesday 20th January involving a full day of training for teachers, which means that students will not have any live lessons on this day.

Thank you for all your continued support during this time.

Yours sincerely,

Dr K Vincent
Principal



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TIME	Monday	Tuesday	Wednesday	Thursday	Friday
08:45am 09:00am	Tutor time: Reply to your tutor on MSTEams to register for the day. See activities & competitions	Tutor time	Tutor time	Tutor time	Tutor time
09:00am 09:50am	Period 1	Period 1	Period 1	Period 1	Period 1
09:50am 10:40am	Period 2	Period 2	Period 2	Period 2	Period 2
10:40am 11:00am	Break	Break	Break	Break	Break
11:00am 11:50am	Period 3	Period 3	Period 3	Period 3	Period 3
11:50am 12:40pm	Period 4	Period 4	Period 4	Period 4	Period 4
12:40pm 13:20pm	Lunch - Why not cook for a family member?	Lunch - Let yourself play a game	Lunch - Do some fitness to keep focused	Lunch - Relax and read your favourite book	Lunch - Play some music and dance - it's nearly the end of the week!
13:20pm 14:10pm	Period 5	Period 5	Period 5	Period 5	Period 5 - Early finish, HURRAY!
14:10pm 15:00pm	Period 6	Period 6	Period 6	Period 6	
15:00pm 15:50pm	Period 7	Period 7	Period 7	Period 7	