

23rd November

Closure of year groups 8 and 9 from 24th November to 2nd December inclusive

Dear Parent/Carer of _____

Due to increased staff absence we are closing to years 8 and 9 from 24th November until 2nd December. Pupils in years 8 and 9 switch to online learning via Microsoft Teams from 24th November until 2nd December. Please read the information below about online learning. Pupils in years 8 and 9 return to school on 3rd December at their normal start time.

Pupils in years 7, 10, 11, 12 and 13 continue to attend school as usual.

Online Teaching from 24th November

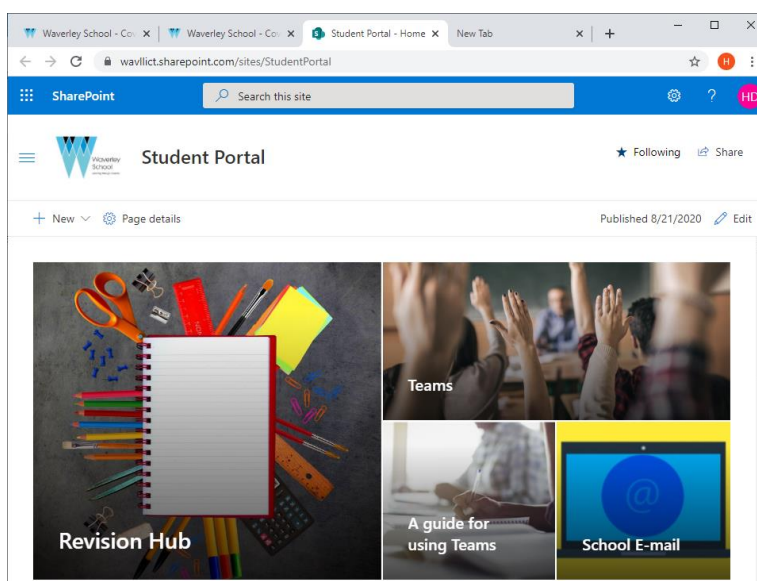
Our students can access their online learning platform via the 'Student Portal'. To access the Student Portal, your child will need to:

- visit the school website (www.waverley.bham.sch.uk),
- select 'Student Portal'
- use their school provided e-mail address and password.

Their e-mail address is their username plus '@waverley.bham.sch.uk'. If your child is unable to remember their password, they can request a new one via our website.

During the school day, your child can expect to receive lessons as they would do so on their timetable. These will be delivered via Teams. If your child is unsure of how to use Teams, they will find a guide on the Student Portal.

Lessons will be delivered via a pre-recorded or live video, after which your child will need to complete a task or an activity. **They must submit that work, via Teams, within two working days.** Your child will be able to ask their teacher questions. Instructions will be provided during the lesson.



We are aware that some families are sharing devices between children, and therefore learners may be unable to attend each lesson as it is prescribed by their timetable. All lesson content (including videos, resources, and assignments) will be left online, allowing your child to access the learning when a device is available. **However, we strongly encourage your child to follow their normal school timetable as much as possible.**

In order to access the remote learning, your child will need:

- A digital device (computer, laptop, tablet, smartphone) capable of connecting to the internet and capable of providing sound.
- A stable internet connection.

If you are using a tablet or a smartphone, your child may need to download the 'Teams' app. Further instructions are available via the website. If you are concerned that your child may not have these resources available, please contact the school by e-mailing enquiry@waverley.bham.sch.uk.

Registering attendance

For each day of school, your child must visit the website and register their attendance before 11:30AM. This is a compulsory requirement.

To register, your child must visit www.waverley.bham.sch.uk, select 'Covid-19 arrangements' and choose 'Register your attendance'. This must be completed daily.

Your child will need to log in using their school provided e-mail address and password.

If your child is late and does not register in time, they will need to call the school on 0121 566 6600 and ask to speak to their Pastoral Manager. **Registration marks will not be accepted after 11:30AM each day.**

Free School Meals

For children eligible for free school meals we will provide a packed lunch that can be collected from reception between 12.00 and 12.30pm. **If you wish us to prepare a packed lunch for your child, please let us know via our enquiry email each day by no later than 10am.** Please state dietary requirements: enquiry@waverley.bham.sch.uk. Please note that this must be collected by someone other than the child who is self-isolating. Anyone with Covid 19 symptoms must not come on site.

Further advice:

We are asking you to support the self-isolation to reduce the further spread of COVID 19 to others in the community.

If your child is well at the end of the 14 days period of self-isolation, then they can return to usual activities.

Other members of your household can continue normal activities and so not need to self-isolate. This also means that any siblings can continue to attend school.

Please see the link to: [Guidance for contacts of people with confirmed coronavirus \(COVID-19\) infection who do not live with the person](#)

What to do if your child develops symptoms of COVID 19

If your child develops symptoms of COVID-19, they should remain at home for at least 10 days from the date when their symptoms appeared. Anyone with symptoms will be eligible for testing and this can be arranged via <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling 119 .

All other household members who remain well must stay at home and not leave the house for 14 days. This includes anyone in your 'Support Bubble'.

The 14-day period starts from the day when the first person in the house became ill.

Household members should not go to work, school or public areas and exercise should be taken within the home. If you require help with buying groceries, other shopping or picking

up medication, you should ask friends or family. Alternatively, you can order your shopping online and medication by phone or online.

Household members staying at home for 14 days will greatly reduce the overall amount of infection the household could pass on to others in the community.

If you are able, move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period

Please see the link to:

[Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)

Symptoms of COVID 19

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- new continuous cough and/or
- high temperature and/or
- a loss of, or change in, normal sense of taste or smell (anosmia)

For most people, coronavirus (COVID-19) will be a mild illness.

If your child does develop symptoms, you can seek advice from NHS 111 at [Check if you or your child has coronavirus \(COVID-19\) symptoms](#) or by phoning 111.

How to stop COVID-19 spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19

Do

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards

Further information is available at - [Coronavirus \(COVID-19\)](#)

Yours sincerely

Paul Hyde
Executive Principal