



Oxford House School

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20 March 2020

Dear Parents,

Sadly, the coronavirus has dominated our week here at Oxford House School. The purpose of this week's newsletter is to provide information about the way learning will continue while the school is closed.

We appreciate the plans outlined below represent unfamiliar methods of learning, but we would ask pupils, as much as possible, to be considerate of the efforts their teachers are putting in to providing work and therefore make every effort to use their time wisely and complete the tasks set. If they do so, we are confident that these temporary measures won't adversely affect progress.

This is an exceptional time for the whole country. However, please be reassured that we are committed to ensure that learning continues for all our children. We are immensely grateful for your continued support.

Finally, please don't hesitate to let us know if you have any questions or concerns. By working together to support our children, we can ensure their academic progress continues during these unprecedented times.

Kind Regards,

Mrs S Leyshon

Virtual Learning

Our protocol ensures the continuity of teaching outside the classroom and is based on a phased approach to implementing 'remote' learning and 'online' learning.

1. Remote learning is the initial period when we provide educational learning tasks, activities and assignments to be undertaken in the more usual way, as they would be at school. All pupils will be provided with learning packs by the end of today. The purpose of this period of remote learning is to allow our pupils to get used to this new routine of working from home. We will run the period of remote learning until 3rd April when the Easter break commences.

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2. Online learning is the period when we will use online platforms to provide teaching and learning using a range of virtual resources. Online learning will begin on Wednesday 22nd April when the school term would normally commence.

We will be using a small number of platforms and systems to support our virtual learning programme. Our main platform will be Microsoft Teams. Alongside this, our teachers will be drawing upon other educational platforms that will help us deliver learning in a stimulating and engaging way for our children. These will include Century Tech and Pobble. More information about these platforms will be sent to parents during the next couple of weeks.

Key contacts

Please be reassured that our usual routes for communication will continue during the period of closure. For general day-to-day queries about your child's education, please contact the school office via info@oxfordhouseschool.net as normal during the remote learning phase. **During this time, teachers should only be emailed directly if your child has completed work for marking, where no answers have been provided.** Once the online learning has started after the Easter break, we ask you to contact your child's form teacher directly. Please note teachers will only be accessing their emails from parents for one hour a day, at a time that is suitable to them. This is to maintain a good home and work life balance crucial for wellbeing.

Teachers' email addresses:

Ms Zoe Read: zoe.read@cognita.com

Mrs Kelly Shine: kelly.shine@cognita.com

Miss Clare Tobin: clare.tobin@cognita.com

Mrs Pamela Stevens: pamela.stevens@cognita.com

Mrs Sara Rahmani-Manesh: sara.rahmani@cognita.com

Mrs Rebecca Benedetti: rebecca.benedetti@cognita.com

Miss Tessa Ardley: tessa.ardley@cognita.com

Mrs Marie Genin: marie.genin@cognita.com

Mrs Amanda Hall: amanda.hall@cognita.com

Mrs Deborah Roome: deborah.roome@cognita.com

Mrs Wendy Knight: wendy.knight@cognita.com

Mrs Louise Quinn: louise.quinn@cognita.com

For other queries you may have, please find below a reminder of our key contacts in the school.

Mrs Sarah Leyshon - Headteacher: sarah.leyshon@cognita.com

Mrs Wendy Knight – Deputy headteacher: wendy.knight@cognita.com

Mrs Kelly Shine – Early Years Lead: kelly.shine@cognita.com

Mrs Deborah Harding - Business Manager: deborah.harding@cognita.com

Mrs Els Despriet - Marketing & Admissions: els.despriet@cognita.com

Mrs Stokes & Mrs Symes – Admin: info@oxfordhouseschool.net

Once again emails will be accessed daily but at a time which is convenient for the member of staff. However, you will receive a response within 48 hours.

Our priorities

All our efforts are concentrated on addressing two priorities: on the one hand, the wellbeing of our children, and on the other hand, the continuity of their education. Although our school

is closed, our learning continues and we would welcome your support in reinforcing this vital message to your children.

Wellbeing

We want to ensure that first and foremost, we have arrangements in place to ensure that we support the wellbeing of our children. For this reason, once the online learning has begun, there will be a general check in for pupils every morning where a register will be taken, Teachers will go through the activities of the day and to share community time as a Form. For our younger pupils this will be with the parents.

Aside from this, staff will make individual or group arrangements for regular check-ins with pupils and/or parents for specific purposes. As always, should you have any concerns about wellbeing please do not hesitate to contact your child's teacher in the first. Our Designated Safeguarding Leader is Miss Tess Ardley and can always be contacted via tessa.ardley@cognita.com.

Education

In the period of online learning, your child will have a more formal timetable of learning. Teachers have been working on devising these timetables and curriculum plans. We have been learning from our colleagues in Cognita schools in Asia who have been working in this way for over two months. Their insight tells us that the online learning experience will develop over time. We know that in the early days, it is important not to overwhelm children as this is a very different way of working. Specifically, we know that expecting a home-learning timetable to operate in an identical way to a school timetable is neither feasible nor in the best interests of the children, or our educators, as we want to avoid overly long periods of screen time. Teachers will consider this in their planning and, for example, post videos with follow-up learning tasks rather than requiring elongated periods online. One of the benefits of being part of a global family of schools is that we can share and learn from so many people. We have channels in place for our teachers to share practice with thousands of other Cognita teachers for as long as the school closure continues (and beyond).

This is new territory for all of us and we want to work in partnership with you so that learning for our children is productive and enjoyable. It is important to highlight that, with regular supervision and feedback, the majority of our older pupils will be able to follow the personalised virtual learning in a mainly autonomous way. For our younger pupils, we do ask for your initial support as this will help lay the groundwork for a successful experience over the period of closure.

Further information

For further tips for parents about how to manage this new context, please see: <https://www.cognita.com/cognita-be-well/be-well-resources-for-families/>