



Friday 22<sup>nd</sup> January 2021

Dear Parents

As promised the staff and I have reviewed and discussed the present online provision.

In between my teaching commitments I have monitored the class tasks uploaded to Tapestry and the online conversations between Class 1 staff and parents. I have also monitored the lesson plans emailed to parents by Class 1, 2, 3 and 4 teachers. I have been very pleased to read the positive comments from parents that have been emailed to teachers and those uploaded to Tapestry.

I would like to take this opportunity to thank parents for their engagement whilst they juggle their everyday work/family commitments. I would also like to thank the teachers for their commitment to planning detailed, engaging lessons and their written responses to parents. My admin and support staff have been tremendous adapting to their new roles and responsibilities, beyond their contracted hours and pay – it is appreciated. However depending on how the lockdown lasts the present teaching roles and plans may have to change.

I have had some requests from parents for class teachers to email out their plans a day early so they have time to familiarise themselves with the plans. The staff will now email their plans to parents a day before. Below is the timetable for planning. Please note Monday is different as I cannot be seen to ask staff to work on a weekend (even though they all do!). On Monday that day's work will be emailed at 9am and then Tuesday's work at 3.15pm.

**Monday: 9.00am (Monday's plan)**

**3.15pm (Tuesday's plan)**

**Tuesday: 3.15pm (Wednesday's plan)**

**Wednesday: 3.15pm (Thursday's plan)**

**Thursday: 3.15pm (Friday's plan)**

Class teachers will phone all their children who are working at home on alternate weeks, this is to fulfil DfE guidance. Children who are classed as vulnerable will be phoned on a regular basis.

On Wednesday the Spring Term Full Governing Body meeting was held. The two and a half hour meeting was very productive and followed the usual agenda provided by Leeds City Council. One area discussed was the school's online provision and proposed changes which the governors passed. Even though parents are not having the usual contact with the school Governors, I can vouch they continue to work behind the scenes for school and I appreciate their continued support in these challenging times.

Have a great weekend!

*Dale Norris*

Head Teacher

