

18 December 2020

Dear Parents

### January 2021 - Return to School Details

You may have heard on the news that schools will be administering tests for all students and staff on their return in January 2021 and this will require a staggered return of students. As yet, we have not been provided the full details of how the testing will be administered and the location of the testing centre. We are aware that, currently, a small team of staff, and volunteers will be trained in the New Year.

We recognise our parents are very busy people and require information in advance, in order to plan appropriately for your child's care.

To support you with this, we have taken the information we have so far and put in place a plan for return in the New Year. This plan focuses on provision of learning during the first week of term and there will be more information communicated with you in the New Year regarding the testing process.

Please refer to the information below which outlines learning provision for each year group:

- **Year 7 to 9:** Students will be expected to access the Oak National Academy website to follow online lessons. Please link below.  
<https://classroom.thenational.academy/schedule-by-year>  
If your son does not have access to a suitable online device, there will be packs of work available from main reception from 1pm on Monday January 4.
- **Year 10:** Students will be expected to work from home and access timetabled lessons online. This online work will start with an email, which will be sent to each student's school email address at 9am on Monday January 4. This email will contain a copy of their timetable for the week and invite them to an online meeting at 10am with their Head of Learning Community to outline the expectations for the week. If your son doesn't have access to a suitable device, they may collect their school laptop from 8am to 9am on Monday January 4, or by appointment later that day (appointments must be made via the email address at the bottom of this letter).
- **Year 11:** Students will be expected to attend as normal from January 4.
- **Year 12:** Student will be expected to work from home and access their normal timetabled lessons online. Students should check their school email account daily for further details.
- **Year 13/14:** Students will be expected to attend as normal from January 4.

The school will be open for keyworker / vulnerable students as per initial lockdown. Students will have access to the Oakwood Academy online lessons whilst attending this provision. Please email keyworker@ntc.kent.sch.uk should you require your son to attend.

Year 7-10 students who are entitled to Free School Meals and who are not attending the school keyworker group, please email [fsm@ntc.kent.sch.uk](mailto:fsm@ntc.kent.sch.uk) for further advice.

If you require technical support to access online learning resources please email [technical@ntc.kent.sch.uk](mailto:technical@ntc.kent.sch.uk)

In addition to this, if you require any other support please do contact your child's Learning Coach or Head of Learning Community.

Please be aware that there may be some additional changes in line with Government Guidelines prior to our return and we suggest you check the school website for further updates in the New Year.

Thank you for your continued support in these challenging times and we wish you all a safe and Merry Christmas.

Yours sincerely

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

**Jane Partridge**  
Headteacher