

Sent 25 Mar 2020 13:03

Dear Parents

We hope you and your families are keeping well and managing to find a way for you and your child to work successfully at home in these difficult times.

Unfortunately, due to the emergency 'lock-down' announced by the Government, all staff have been instructed to work from home for the foreseeable future. Therefore, we are unable to provide students with print-outs of their homework or text books which students have left at school.

We would like to remind our parents and students of the guidance uploaded on our website last week under the 'Coronavirus Contingency' icon

<https://www.kinged.org.uk/attachments/download.asp?file=1636&type=pdf>

Contact the Virtual Mentor

- Students have been allocated a virtual mentor. Their virtual mentor will contact your child daily via your child's school email to check that they are ok and to clarify any concerns they may have with home learning tasks. **It is important that your child replies to their virtual tutor once they receive their email. Your child's reply is similar to registration. All replies are recorded daily.**
- The virtual mentor will refer questions on to a Head of Faculty / PPL, if they are unable to answer. The Head of Faculty/ PPL will then make contact with them.
- **It is extremely important that your child reads their emails throughout the day as this is the only form of communication with mentors/teachers.**
- **Instructions on how to set up the school email is on our website under the 'Coronavirus Contingency' icon**

<https://www.kinged.org.uk/attachments/download.asp?file=1633&type=pdf> KS4 Home Learning Arrangements

Accessing Learning Resources

- All learning resources for your child's school timetabled day is uploaded onto **'Show My Homework'** , **Ezyeducation** etc. Your child knows how to access all online learning resources. However, all access instructions are on our website at www.kinged.org.uk under the **'Coronavirus Contingency'** icon.
- If your child requires their email password to be reset, please ask your child to contact their virtual mentor for assistance.
- It is expected that your child completes the work during the school day and returns it to their class teacher via show my homework etc or email.

- Your child can contact their class teacher directly via email to clarify any concerns they might have over the work set.
- **Instructions on how to set up Show My Homework' is on our website under the 'Coronavirus Contingency' icon**

<https://www.kinged.org.uk/attachments/download.asp?file=1635&type=pdf> Student guidance

<https://www.kinged.org.uk/attachments/download.asp?file=1634&type=pdf> Parent guidance

Thank you for your continued support.

Stay safe and healthy

KING EDWARD VII COLLEGE