

23 June 2021



Ralph Allen School

Respect • Teamwork • Personal Best

Dear Parent/Carer,

Following on from the message you were sent this afternoon, today we were informed of a positive case of Covid in year 10. Following a discussion with Public Health England, year 10 students will have to self-isolate until **12am on Saturday 3 July**. Their next day back in school will be Monday 5 July. (A guidance letter for self-isolation is attached).

Online lessons will take place from **Friday 25 June**. Please see below the online timetable. Also attached to this letter is a Microsoft Teams guide. If anyone has insufficient IT to support learning, please email Ms Fleming and we will supply the necessary hardware. (h.fleming@ralphallenschool.com).

Tutor Time	8.40–9am
Period 1	9.10 – 9.55am
Period 2	10.10-10.55am
Break	11.10-11.30am
Period 3	11.40am -12.25pm
Period 4	12.40-1.25pm
Lunch	1.40-2.15pm
Period 5	2.20-3.05pm

This information may change if the PCR does return as negative. We will inform you if this is the case and students can return to school.

Sports day was due to take place on Friday 25 and Tuesday 29 June. Both dates will be rearranged, and they will now take place after assessment week.

End of year assessments will continue as planned from Monday 5 July. Students can use this time to revise and self-study. Online lessons will also support their preparation.

Microsoft Teams

All students will be expected to attend lessons and complete the work set over the next week.

The username and password to access Microsoft Teams are the same as students use to access the computers in school. The username will be their school email address. If they have forgotten their password, please phone the school on 01225 832936 and we will send you the relevant details.

Headteacher: Andy Greenhough BSC (Hons) | Deputy Headteacher: John Chantry BA (Hons)

Claverton Down Road, Bath, BA2 7AD | Telephone: 01225 832936 | E-mail: enquiries@ralphallenschool.com | www.ralphallenschool.com

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Students should be aware of how this works now, but below are a few quick reminders. The following guidelines will help the lesson run as smoothly as possible.

- When entering the lesson through Microsoft teams microphones should be turned off. Your child's teacher will ask them to switch on their microphone as and when they require it.
- Cameras can be turned on allowing teachers to interact with your child. Please make sure backgrounds are blurred or backgrounds are appropriate.
- Students should only join the scheduled lessons that they have been invited to. They can do this by clicking on each subject and then clicking join at the correct time. All their lessons should be in the correct places and times. There is no need to start any session they have been invited to each time.
- Make sure your child's devices are charged and updated to ensure they can access the lessons available to them.
- There should be no private chat conversations between students that are not specific to learning.
- Follow the Ralph Allen Way of Respect, Teamwork and Personal Best.
- Enjoy the challenge of working in a different way. Learning has many forms.

Thank you for your patience and understanding. Hopefully this is a short-term issue.

Thank you for your patience and understanding.

Best wishes

Andy Greenhough

Headteacher

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