

6 July 2021



Ralph Allen School

Respect • Teamwork • Personal Best

Dear Parent/Carer,

We have just been informed of a positive lateral flow test from a year 7 student. As a result, we will be isolating close contacts. For most of their lessons they were taught in their learning group, therefore this learning group are being asked to self-isolate until **Thursday 15 July**, their next day back in school will Friday 16 July. Some additional named contacts will also be self-isolating but not the whole year group. For those additional students we will be adding their names to 7LG2 so they can all access online lessons. The students will see the lesson scheduled on their calendar. (The only exceptions to this are PE and DT. Work will be set for these students).

Online lessons will take place from Wednesday 7 July. The timetable of lessons is below and can also be seen on the student's calendar. The students are all in different tutor groups, but we will create a different tutor group which will start on Thursday 8 July and will start at 8.40am.

If anyone has insufficient IT to support learning, can you 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

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.

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.

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 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

Self-isolation

Students will be required to self-isolate until midnight on the 15 July. They will return for the sponsored walk on Friday 16 July. The students will also have missed some activities and if Covid allows we will recreate the activities for these students in the final three days. If the student who tested positive using the lateral flow test receives a negative PCR test then students will be able to return to school. We shall inform you of the result either way.

Thank you for your patience and understanding.

Best wishes

Andy Greenhough

Headteacher

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