



King Henry VIII Senior School
Warwick Road
Coventry
CV3 6AQ

Headmaster: Jason Slack BSc, MA Ed

19th March 2020

Dear Parent,

School Closure

It is with a heavy heart that I am writing to inform you that following the Government's announcement yesterday, we will close on Friday until further notice. Pupils must make sure that they take all personal items home by the end of the week as it may be difficult to access the site after Friday. Lockers must be emptied.

Setting work during closure

The main platform that we will use is Microsoft Teams, although some departments have subscriptions to other online resources such as MyMaths, which will also be part of our offering.

We will set work according to the timetable and this will be delivered to pupils in time for their normal timetabled lesson each day. Pupils should not expect staff to answer emails or posts in Teams outside the school day. In many cases, they will be responding during the timetabled lesson time. Some staff may offer lessons by video or audio conferencing and these will take place at the same time as the timetabled lesson. Any live lessons will be recorded and we will aim to provide these recordings so that pupils can watch them at a later time, in case they are unable to access the lesson at the correct time.

Please note that while we will try to provide work and tuition for each lesson, some subjects lend themselves to online learning better than others. There may also be times when staff are not able to set work, for example they may be ill. Where possible, we will try to cover these absences, but this may be practically difficult to do. Microsoft Teams has also been experiencing a few 'glitches' in recent days as it struggles to cope with the demand of access across the country. Thank you for your understanding as we establish patterns of working in the coming days.

If the closure is prolonged, we will put together a programme of extra activities that can be completed at home. We already have some interesting ideas about what we could organise. Initially it will be difficult to provide feedback to parents about progress, however, if the closure continues for more than a few weeks, we will have something available to keep you updated.

For many staff, some of the features we will be using with Microsoft Teams, will be a new experience. Please bear with us and there are bound to be some initial teething difficulties. Using Teams will also be a new experience for some pupils and we will therefore send around an acceptable user policy to pupils and parents. It is very important everyone follows these rules to keep staff and pupils safe. Pupils who fail to do so may have their access rights removed. If any pupil has problems accessing the system, they should contact the IT support team (helpdesk@khviii.net).

Dr Cuthbert will contact you shortly with some advice to support families during this time. Our pastoral team will continue to be accessible during the working day and there are lots of excellent resources and ideas already available online.

GCSE and A Level Examinations

The announcement that A Level and GCSE examinations will not take place this summer has provided some certainty but has also raised lots of questions. The Department for Education have said that they will work with Ofqual to ensure children get the qualification they need.

The latest information this morning explained that further guidance on exams results will be provided tomorrow. Please be reassured of our best efforts to secure grades for our pupils that they deserve.

Opening for key workers

We hope to follow the Government's request to open to the children of key workers. For parents who work in the NHS, for the emergency services or are involved in delivering food and medicines, we expect to provide supervision in school so that they can complete the work set. This will be for pupils in Years 7 – 10. The exact list of key workers will be published by the Government today. The supervision will be provided by school staff. Our catering service will not operate during the closure and therefore pupils will need to bring in a packed lunch. An Aftercare facility until 5:30pm will be available if booked in advance. There will be no school transport available during the school closure. To enable us to plan for this provision, if you meet the criteria and wish to take up this opportunity, please email keyworker@khviii.net indicating the following:

- Name and form of your child;
- Nature of keywork that parents provide;
- Proposed days of the week required;
- Whether aftercare will be used on these days.

To enable us the opportunity to plan accordingly, please respond to the keyworker@khviii.net email address by tomorrow at **12 noon, Friday 20th March 2020**.

We will then contact you with more information although this may not be sent until late on Friday or even over the weekend.

School trips and other activities

All of these have been cancelled until Easter and many beyond Easter have also been cancelled. Staff leading the trips will contact relevant parents with confirmation of cancellation. We are working with our insurers regarding refunds and ask that you bear with us as this is a significant piece of work across the Foundation.

Mrs Jones is in communication with the Duke of Edinburgh Award Scheme to better understand their response to the outbreak and she will keep relevant families informed appropriately.

We are probably only at the start of the outbreak and I am aware that we have many challenges ahead. Whatever happens, we will still be here to support your son or daughter, and our community will still exist. We will, however, all have to get used to working in different ways. Thank you for your understanding and support. In these unprecedented circumstances, staff and pupils have been extraordinarily impressive.

Yours sincerely,



J. Slack
Headmaster