



Ref: online/EEM/200122/Y9
20 January 2022

Dear Parents/Carers

Re: Distance Learning for Year 9

Due to increasing staff absences at The Link Academy, we have now found ourselves in a position where we are unable to continue face to face teaching for all year groups on **Friday 21 January 2022**. As a result of these challenges, I have taken the regrettable decision to ask Year 9 learners to remain at home on Friday 21 January 2022 and they will work on distance learning.

Please note, that this decision will be reviewed on Sunday but we are **expecting Year 9 to return to school on Monday 24 January 2022**. We do have some staff returning to school on Monday following self isolation and we anticipate that we will be able to resume face to face lessons for ALL learners on this date.

A small number of learners that are required to attend school, will be contacted by a member of the pastoral team as soon as possible this afternoon/evening.

I have enclosed with this letter, guidance on how to access TEAMS for remote learning. Should your child experience any problems, please email ICTsupport@thelinkacademy.org.uk. Year 9 learners will be provided with online lessons delivered live by some members of the teaching team. This enables us to provide specialist teaching to a larger number of learners on a live lesson. Our Curriculum Team Leaders are ensuring that your child will receive an excellent quality of online provision for all subjects.

I hope you can understand that we have not taken this decision lightly and all of our Year 9 learners should attend every online lesson as registers will be taken. We will also issue rewards for learners during this time.

Finally, may I take this opportunity to thank you for your ongoing support at this challenging time.

Yours faithfully

Mrs Edwards-Morgan
Principal



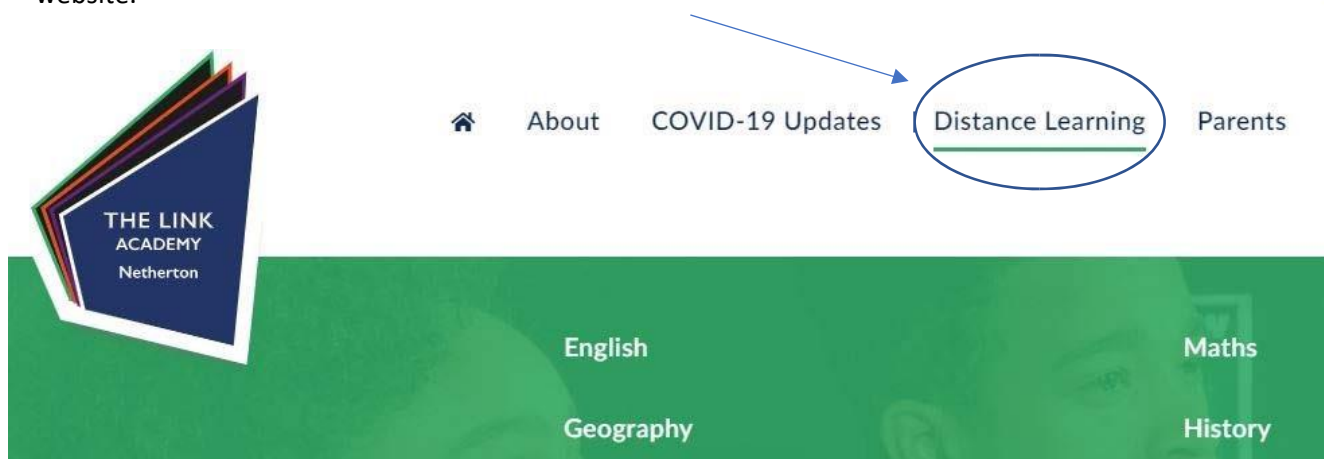
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Distance Learning – Learner Information sheet 2021/2022

What you need to know

We are doing everything we can to help support you during the Covid-19 crisis. Please follow the guidance below relating to online learning. If you are isolating at home due to contact with a positive case, your work is available on the distance learning tab on The Link Academy website.



If you are home due to a year group closure, work will be set on Microsoft TEAMS.

What you need to do to access Microsoft TEAMS

- If you need support with passwords or usernames or have issues with computer access please contact your relevant learning manager or email itsupport@thelinkacademy.org.uk □
To Access an assignment on Teams

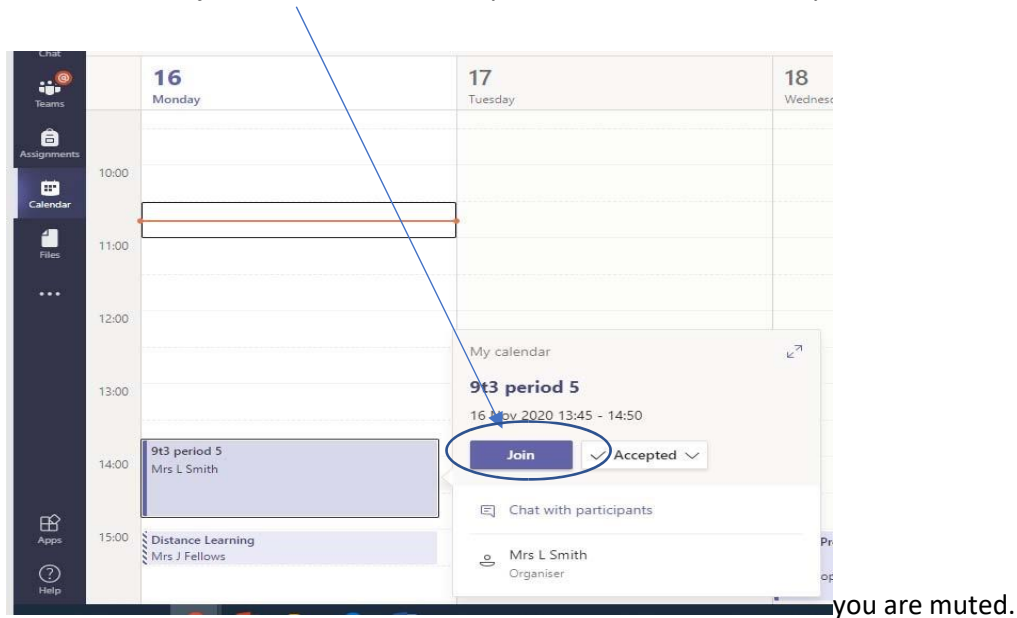
Access using RM Unify

- When you access your emails by logging on to RM Unify, you will see 9 square dots in the corner of the page
- Click on these dots and you will see a selection of apps that are available to you to use at home as well as in school. If you click Office 365 when at home, you will be able to install Microsoft office and it will download the app onto your computer.

Or you can just click the TEAMS icon here

- Log on to Teams.
- Click on the class name you wish to access work for.

- Read the posts thread to see what work has been set or click on the assignments tab from the top.
- Click an assignment and follow the instructions.
- Remember to hand in the assignment when done.
- Some teachers will be inviting you to a 'live lesson' (this may not be your usual teacher but if you are invited, you need to join the lesson). You will receive an invite to this on your calendar. Click 'join' at the start time of your lesson. Please ensure your camera is off and



We are expecting:

- Where possible, follow the structure of your 'normal' timetable, e.g. if you have Maths period 1 on a Monday, complete your maths work during this time. This will allow you to have some structure to your day, engage with a range of different lessons and stay on track with learners that are in school.
- Complete the consolidation task that has been set by your teacher. This may be a quiz, a link to another platform, such as Hegarty Maths, or a written question that may need responding to on Teams. Instructions on the task required will be set a member of teaching staff.
- Teachers will assess your levels of engagement weekly and report this using a 0 – 5 scale. 0 being no engagement and 1 – 5 relating to the effort scores outlined in your learner planner on page 16 – 17.