

The Link Academy

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Principal: Emma Edwards-Morgan



Ref: online/EEM/240122/lw

24 January 2022

Dear Parents/Carers

Re: Distance Learning Update

Unfortunately, we are continuing to experience very high levels of staff absences at The Link Academy. As a result of this, we are unable to continue face to face teaching for all year groups. We are therefore going to follow the below plan for **Year 7 and Year 9**.

Year 9 will remain at home on Distance Learning on Tuesday 25 January 2022, they will then return to school on Wednesday 26 January and resume their full timetable face to face. All learners are expected to attend unless they are self-isolating themselves due to a positive Covid-19 result.

Year 7 will be placed onto Distance Learning at home on Wednesday 26 January, Thursday 27 January and Friday 28 January this week. Year 7 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 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. Please note, that this decision will be reviewed on Friday but we are expecting Year 7 learners to return to face to face teaching on Monday 31 January.

A small number of Y7 learners that are still required to attend school, will be contacted by a member of the pastoral team as soon as possible prior to Wednesday. We realise that in some cases, childcare may provide a challenge for parents/carers of Year 7 learners. We can offer a very small number of school places on Wednesday/Thursday/Friday to parents that are key workers. If you would like to request a place due to your key worker status, please email support@thelinkacademy.org.uk.

I hope you can understand that we have not taken this decision lightly. All learners that are being educated at home, must attend every online lesson as registers will be taken. Microsoft TEAMS can be accessed on laptop, iPad, iPhone/smart phone, PlayStation or Xbox. 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 incredibly challenging time.

Yours faithfully

Mrs Edwards-Morgan
Principal



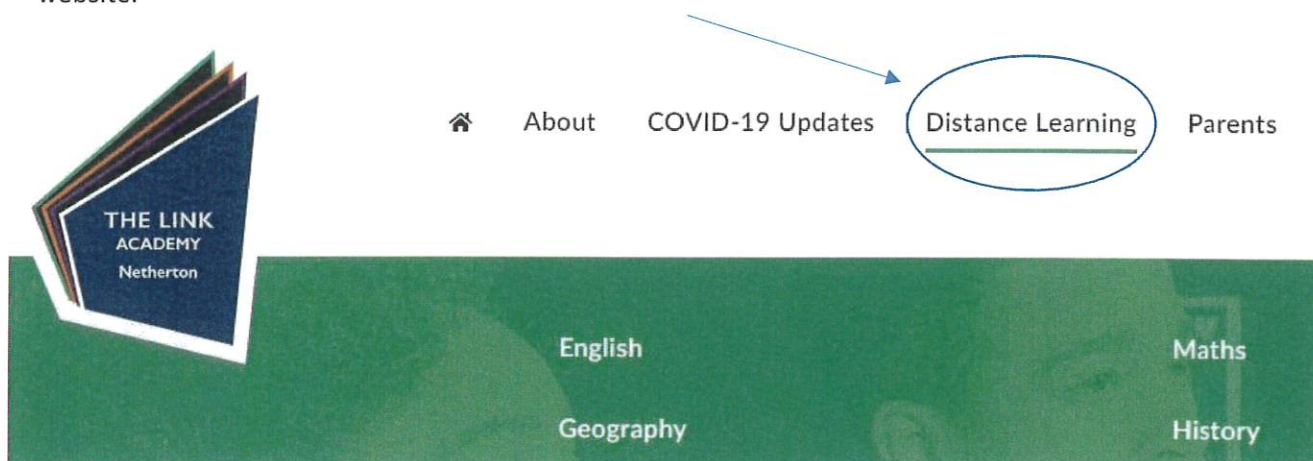
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Distance Learning – Learner Information sheet 2021/2022

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

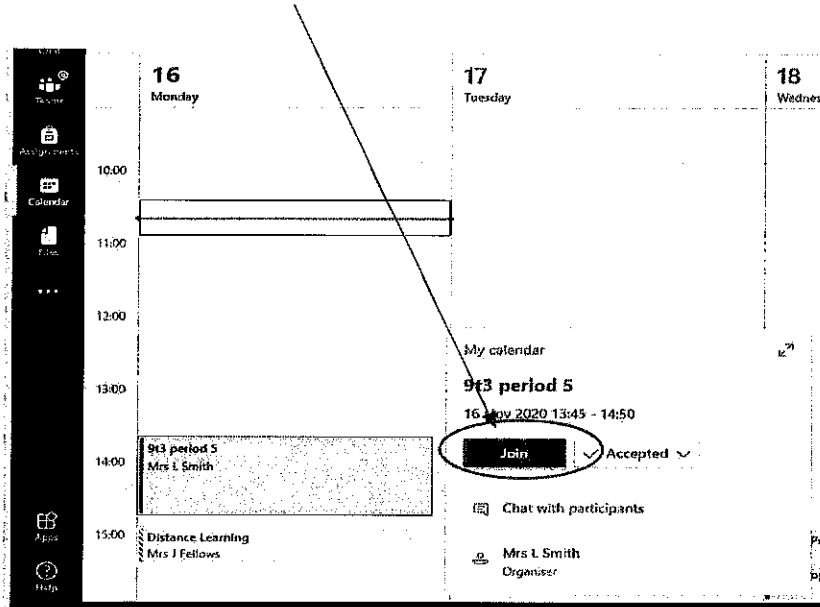
Access using RM Unify

- 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



you are muted.

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.