



20 March 2020

Dear Parent/Carer

As you are aware, the school will close to most students on Friday 20th March 2020 until further notice. I would like to reassure all parents, carers and students that we will continue to provide an education during these unprecedented times. In this letter, I am outlining how this educational provision will be organised and the support that will be available during the period of time school is closed.

Each Monday morning during the school closure, an outline of the work students should complete at home will be issued for all year groups. This document will be communicated to parents via our website, ClassCharts, our social media channels and via email. This will set out clearly the work students in each year group are expected to complete each week.

We will use ClassCharts to communicate more specific and individual instructions for students from different subject areas and class teachers where appropriate. ClassCharts will also be the method we will use to distribute resources such as PowerPoints and worksheets for students to use.

In recent days our staff have been working hard to prepare for this scenario. We have spent time in school ensuring all students know how to access to their ClassCharts accounts, their Hodgson Academy email accounts and the other technology necessary to complete the work that will be set.

Although we expect that many of our teachers will not be working on site, we will remain contactable via email during the period of closure. If therefore students encounter difficulty with the work they have been set they will be able to email their teachers just as they would speak to them if they were in school. If any teacher is not available via email for any reason, subject leaders in each department may be contacted. The relevant email addresses are available on the Hodgson website.

The school will remain open for a small number of students who are particularly vulnerable or whose parents are designated as 'key workers'. These students will be able to complete the work set for them on site under the supervision and with the support of our staff.

If your child is experiencing any difficulty in accessing the work set, for example due to unavailability of ICT facilities, please telephone the school or email Mr Malone, who is co-coordinating this process, at c.malone@hodgson.lancs.sch.uk. We will endeavour to respond to your query as soon as possible. Please however do not visit the academy without prior arrangement.

Thank you for your support and understanding during this period of national uncertainty. I wish you and your families all the very best.

Yours faithfully

Mr P Marsden
Deputy Headteacher

