

Friday 13<sup>th</sup> November 2020

Dear Parents and Carers of Year 7 Students

During the last 2 weeks in line with the raising infection rate for Covid-19 that is happening nationally and locally we have had several positive staff cases, as well as a positive case in year 7. We also have a number of staff who are having to remain at home for isolation or childcare reasons due to their own children's school sending students home.

In the letter sent to you yesterday, I mentioned that these staff shortages led to the partial closure of the school, and as a consequence Year 9 students have been learning at home since Tuesday and they are returning to site on Monday.

Due to the challenges around staffing, and keeping students safe, I have unfortunately had to take the decision that Year 7 students do not attend the Academy on Monday 16<sup>th</sup> or Tuesday 17<sup>th</sup> November. This is due to more than half of year 7 lessons would have needed to be covered by supply teachers.

This is a difficult decision to make, but I must ensure that at all times students can be safely cared for onsite and next week this would not be possible with the numbers of staff available. All other year group students will be able to attend as usual.

The nature of Covid-19 is that the picture is dynamic and can change very rapidly, so I will review the staffing levels on Tuesday and communicate a decision about the rest of the week to you by Tuesday afternoon.

Please note that although Year 7 students are being asked to learn at home, this is not self-isolation and they are able to leave the house in line with the current lockdown restrictions, for example for exercise or in order to shop for essential supplies, unless you have been informed that your year 7 student should isolate.

Staff will deliver Year 7 student lessons through Microsoft Teams. Please see the information below. Full timetable attendance is expected from every student unless unwell.

Should your child not have access to laptop or the internet please do contact the school and we will do our utmost to deliver a laptop or a set of resources – alternatively we could have these ready for collection.

Students who are entitled to free school meals will be sent a supermarket voucher as soon as possible to cover the values of the meals for the 2 days.

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Every Student a Graduate – Every Student a Leader

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TEL: 0117 9413800 EMAIL: INFO@CITYACADEMY.BRISTOL.SCH.UK | WWW.CITYACADEMY.BRISTOL.SCH.UK

Thank you in advance for your support and understanding and please do accept my apologies for the inconvenience that this will undoubtedly cause for you and your families. The decision has not been taken lightly and student safety is always my priority.

Please do contact me if you have any concerns.

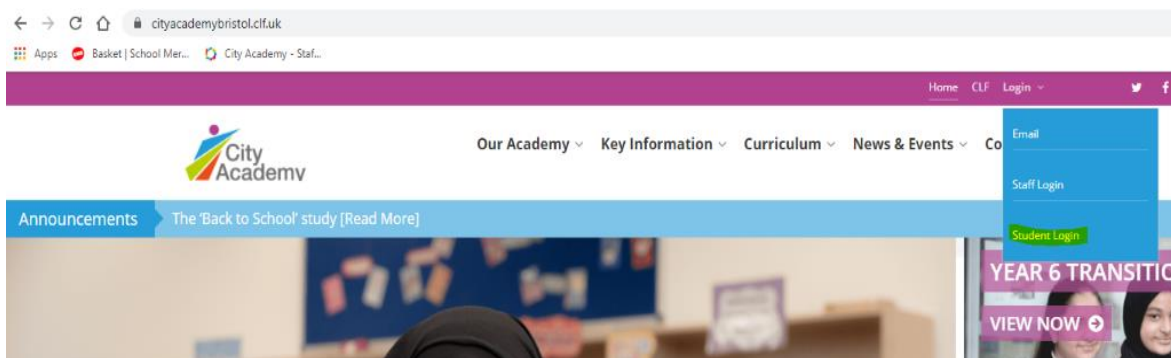
Very best wishes,



**Jon Angell**  
Principal of City Academy

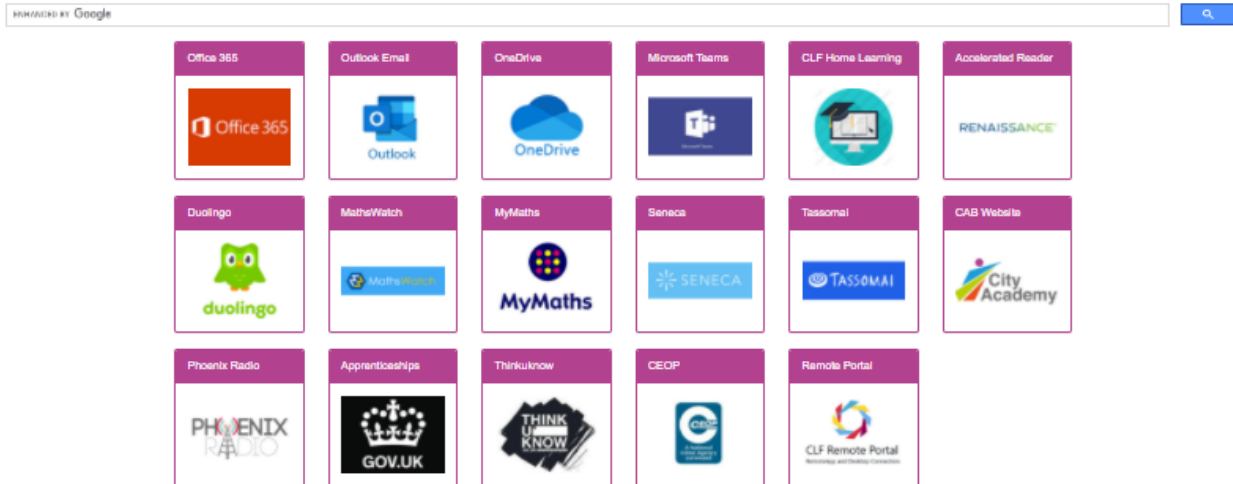
## Home Learning Information

Students will follow their usual school timetable to allow them to continue to study a well sequenced curriculum, however the lesson time will be reduced from 55 minutes a session to 40 minutes a session to allow students a break from the screens. Sessions will begin at their usual scheduled time. Students will need to access their Microsoft Teams account from their student navigator, which all pupils will be familiar with. Students can access this from their Student Login page on our website <https://cityacademybristol.clf.uk/>, as highlighted below. If you are having issues with a password for the student navigator page, then please email [forgottenpassword@cab.clf.uk](mailto:forgottenpassword@cab.clf.uk), where one of our IT team will assist you.

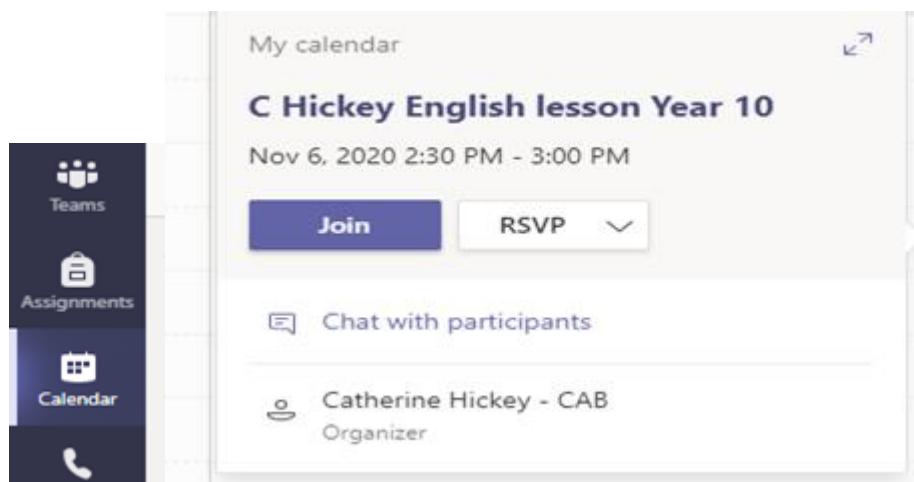


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Once students have logged in to their accounts, they should click on the calendar icon as below. Their teachers will have invited them to their lesson. They should hover the mouse over the lesson, then click 'Join.' Their lesson will then begin.



The resources for any of the lessons delivered will be uploaded to the CLF Home Learning for further reflection after the lesson has finished. The Home Learning site can also be accessed from the student navigator, as outlined above.

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Continued communication with the Academy is very important. We will be able to update our school website, text home and use our social media to relay information to you through our Twitter account: @\_City\_Academy.

The head of year can be contacted using the email addresses below:

Year 7 – Tina Bailey – [tina.bailey@clf.uk](mailto:tina.bailey@clf.uk)

Your child's Learning Facilitator will phone you during the week to check in with your child. Please do update us with any changes to contact details via email to [CABinfo@clf.uk](mailto:CABinfo@clf.uk)

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