



# St Robert of Newminster Catholic School and Sixth Form College



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**Head Teacher:** Mr. D. Juric  
**Chair of Governors:** Mr. G. Moorhouse

14<sup>th</sup> September 2020

Dear Parents/Carers

Firstly I would like to congratulate all of our students on their excellent start to the year. Students have been well organised and engaged in their learning. Students have adapted superbly to our new school systems. Please encourage them to keep this up in the coming weeks. I am writing to inform you about the systems we have put in place for remote learning for any students who have been instructed to stay at home and self-isolate for COVID related reasons.

All self-Isolating students must access their remote learning via Microsoft Teams. Students have access to Teams, as it is part of our school Office 365 suite. Students will access Teams through their new Office 365 email account. Parents/carers have received a letter with new usernames during the summer break. Our new Year 12 and Year 7 intake have received these details in school. Please ensure pupils access their new account as it is a different system from last year. Students have limited opportunities to do this in school due to our new zoning system. If there are any issues with usernames/passwords please do let us know. A student guide on how to access MS Teams and the new O365 email accounts can be found in the "Letters" section of the school website.

Teams will be used by teachers to upload lessons and learning materials. Students will be able to contact their teachers directly, via Teams, and ask any questions that they may have. If students do have a question please encourage them to give as much detail as possible to the teacher. The vast majority of student work should be completed in exercise books unless the teacher requests it to be submitted via Teams. This way pupils will have a consistent and continuous level of work in their exercise books when they return to school. At present teachers will be unable to offer live teaching as they will be teaching students from the same classes *in* school. I would like to reassure you that the work that teachers will be uploading will replicate the work students would be doing normally in class. Students will be able to find the work in the "Files" and "Class Materials" section of their subject Team. Students will have multiple Teams for multiple subjects.

It is imperative that students check their new school email and Teams channels regularly. Students will be expected to complete all work set, meet deadlines and submit any work that requires feedback to their teachers.

If you have limited or no internet access, or students do not have a suitable device to access their email account, or you have any technical issues, please do let us know by emailing [school@str.bwcet.com](mailto:school@str.bwcet.com)

We will do everything we can to support our students and families at this time.

Yours faithfully

**Mr Clark**  
**Assistant Head Teacher**

