



19th March 2020

Dear Parent/Carer

Remote Learning During School Closure

As you will be aware, the Government has directed the closure of schools from Monday 23rd March. Given that this is a fluid situation, we will remain in contact during the closure, particularly around any information regarding when schools can re-open.

With the aim of reducing any disruption to students' learning, we will continue to provide an extensive programme of study, which we expect students to complete in full at home. Students are expected to complete a 'Learning Log' of the activities which they have been working on. This document will need to be handed into school on their return; the pro-forma accompanies this letter. All tasks, and all resources relating to these tasks, will be posted by teachers on Doodle (which is currently used for Home Learning). I emphasise that it is absolutely essential that your child completes this work each week. If not, they will almost certainly find themselves behind their peers on their return. Should such concerns arise, your child will need to remain behind after school, potentially over several weeks, in order to catch up, once we return.

The specific details for each subject, for Year 10, accompany this letter. In the event of an extended closure, this will be updated weekly. As a guideline, the number of hours which students are expected to spend on each subject area is below:

Department	Number of hours per week
English	4
Maths	4
Science	5
Reading	2
ICT	2
PE	2
Option subjects	2 for each subject

Additional information relating to the completion of these remote learning activities is below:

- All tasks and resources will be posted by teachers on Doodle. This week in school, all students have had the opportunity to check and re-set their password if necessary. If students are unable to access Doodle, please email helpdesk@goffs.herts.sch.uk
- Teachers will be available to answer queries by email. All email communication should be via the student's school email account. Again, all students have had the opportunity to check and re-set their email passwords if necessary this week. If students are unable to access their school email account, please email helpdesk@goffs.herts.sch.uk (I accept that this initial contact may inevitably be from a parental email account)



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- Teachers will be available to answer queries between the hours of 8.30am and 3.00pm, from Monday to Friday. Although staff will endeavour to respond to queries as soon as possible, please do not expect an instantaneous response; staff are likely to be dealing with a number of queries. Please also note that part-time staff will not be expected to respond to queries outside of their usual working days, and that staff will not be available for student communication if they are unwell. If students do not receive a response to a query within 24 hours, they are welcome to contact the Head of Department and SLT Link for the relevant department (as listed below). Staff contact details are available on the website (<https://www.goffs.herts.sch.uk/1165/staff-contact-details>)
- We are aware that some students do not have access to the internet at home and so a suite of work will be provided in hard copy. A member of staff will be in contact today or on Friday to arrange this

Thank you in advance for your support, co-operation and positivity during these challenging and unprecedented circumstances. If you have any questions, please do contact either the SLT Link for your child's year group, or me directly.

Yours faithfully

Mark Ellis
Principal



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Director of Learning and SLT Link Information

Year Group	Director of Learning	SLT Link
7	Kelly McBride	Peter Petrou
8	Laura Huseyin	Laura Preston
9	Olivia Garner	Cheryl Poag
10	Suzanne Alexander/Anne Marie Crabb	Sophie Enstone
11	Mark Holding	Mike Toley
12	Wendy Wilson	Tom Cahill
13	Karen Lawrence	Tom Cahill

Head of Department and SLT Link Information

Department	Head of Department	SLT Link
English	Ephie Petrou Lisa Collins	Peter Petrou
Maths	Anja Collier	Mike Toley
Science	Theresa Harris	Mark Ellis
History	Sangeeta Shergill	Cheryl Poag
Geography	Klaudia Car Jennifer Fleeman	Tom Cahill
Languages	Natasha Andreou	Cheryl Poag
ICT/Computing	Andrea Nicola Hasina Nessa	Mike Toley
PE	Richard Ashdown	Laura Preston
RS/Sociology	Erhan Bora	Sophie Enstone
Art/Photography	Tiffany Brown	Mark Holding
Technology	Melanie Fusco	Laura Preston
Drama	Clare Holland	Peter Petrou
Music	Nigel Taken	Kate Dawson
Media Studies/Film Studies	Matthew Compton	Sophie Enstone
Business Studies/Economics	Toyin Oyelade	Tom Cahill
Psychology	Olja Zloh	Cheryl Poag



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