



THE COOPERS' COMPANY AND COBORN SCHOOL

Love as Brethren

Headteacher: Ms Sue Hay, BA(Hons), PGDip, NPQH

St Mary's Lane, Upminster, Essex RM14 3HS

| Tel: 01708 250500 | Email: info@cooperscoborn.org.uk | Website: www.cooperscoborn.org.uk |

Wednesday 13th September 2023

Re: Remote Learning: Tomorrow

Dear Parent(s) and Carer(s)

As previously communicated by Ms Hay, unfortunately, tomorrow, we are asking Year 12 to undertake 'remote learning', due to the ongoing site issues we are facing.

The information below will outline some of the measures, and strategies, we will put in place to ensure that your son / daughter receives the best possible experience whilst at home.

Google Classrooms:

- Google Classrooms will be our main online platform to deliver online learning.
- All students have a log in to this platform and most will have regularly used this during their time at the school.
- Further guidance, along with expectations will be communicated to students today
- If students are having difficulties accessing the platform they should email the 6th Form Pastoral Team, in the first instance, who will be able to support them further.

Attendance check:

- All students will be required to log-on to Google Classrooms tomorrow morning and 'check-in' on the Year Group pastoral page by 8.55am
- There will be a 'question' on the page which the students will need to answer to show that they are present.
- For any students that do not check-in, there will be attendance follow up procedures in place which will include a ParentMail reminder followed by home contact from school staff.

Online Learning Expectations:

- Students are expected to access Google Classrooms and complete tasks and engage with live lessons. They should follow their regular school timetable, which can be found in Go4Schools, and complete the work in each subject accordingly. Students should respond to staff comments, and feedback, in a timely manner. It is important that students contact staff (through Google Classrooms) if they are unsure on any topics or have questions about the assignments being set. This should be done in good time ahead of deadlines.
- We have explained to all student the behavioural expectations and protocols for when they are attending 'live lessons'
- Staff have had support and training to ensure the most relevant and appropriate learning can take place. Staff will ensure they provide well planned, high quality resources with clear step



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1701

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by step instructions to explain tasks. Staff will be available during the scheduled lesson to support students where needed. They will provide regular feedback on the work completed.

- We urge parents to support this process by providing, wherever possible, a quiet working space at home. Please support students to contact the relevant members of staff if they are having any issues.

Safeguarding Team

- As always, our safeguarding team is available to contact at school if students have any concerns. The members of staff in this team are:
 - Mrs Carron – Designated Safeguarding Lead – rca@cooperscoborn.co.uk
 - Mr Bonnett – Deputy Safeguarding Lead – lbo@cooperscoborn.co.uk
 - Mr Duncan – Deputy Safeguarding Lead – mdu@cooperscoborn.co.uk
 - Mrs Kite – Deputy Safeguarding Lead – ski@cooperscoborn.co.uk
 - Miss King – Deputy Safeguarding Lead – skn@cooperscoborn.co.uk
 - Mrs Jacobs – Safeguarding Team – hja@cooperscoborn.co.uk
 - Mr Ellis - Safeguarding Team - jel@cooperscoborn.co.uk

We hope this information helps to give an overview of the remote learning, and pastoral support, that your son / daughter will receive at home tomorrow.

Yours faithfully

Mr M Duncan
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Mr J Edwards
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Mr R Bell
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