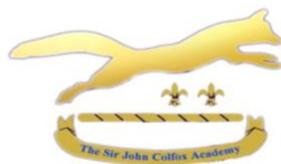


# The Sir John Colfox Academy



**Inspiring Learning, Achieving Excellence**

Headteacher: Mr Adam Shelley MEd, BSc Hons, PGCE, NPQH

May 2020

Dear Parents and students,

Thank you for all the hard work that you are continuing to put into home-learning. Teachers have been very impressed and are delighted to hear about the creative ways in which many students have been tackling their studies. We anticipate that any re-opening of schools will be partial or phased and so the current home-learning situation is likely to continue for the foreseeable future. We would therefore like to offer greater clarity about the expectations of school work during this time and we have been gathering feedback from parents, students and staff. We have used the feedback to make some changes to the way that work will be set for students. Please see below for a summary of these changes:

<b>What students, parents and teachers have said</b>	<b>How we will change what we do to help the students</b>
Task instructions are sometimes unclear or difficult to understand.	Teachers have been asked to make task instructions as simple as possible, at a reading age that all students in the teaching group can understand.
Students are sometimes not being given enough time to complete tasks	We will allow at least one week for each assignment (KS3) or set of tasks (KS4) to be completed from the day they are set.
The amount of work can be difficult to manage, particularly when set at varying times throughout the week.	KS3 (Y7-Y8): Teachers will set one hour of learning per subject per week. This will be included within one assignment rather than set as individual tasks and will be set at one point within the week. There should be a clear sequence of activities in each assignment.  KS4 (Y9-Y11): Teachers will set two hours of learning per subject per week. There should be a clear sequence of activities in each assignment.  There will be no additional homework in KS3 or KS4

Students are not consistently receiving feedback on tasks	All work that is submitted by students will be acknowledged by teachers.  Teachers to give feedback in line with existing academy marking policy. Students should receive feedback once per fortnight. This may involve feedback to the class via a 'whole-class feedback' sheet, or personalised comments.
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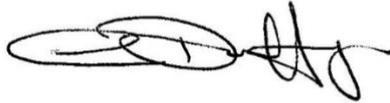
We understand that some students are finding it difficult to establish learning routines and we hope that the changes outlined above will help. Tutors are making contact with families during the school closure to offer support with learning and check on students' wellbeing. In addition, students who are consistently finding it difficult to engage with learning will be allocated a staff-mentor for support.

Please contact your child's tutor in the first instance if you wish to discuss how we can provide any additional support. If you wish to look for additional resources to support learning during the period of school closure we recommend accessing BBC Bitesize ([www.bbc.co.uk/bitesize](http://www.bbc.co.uk/bitesize)) and Oak Academy ([www.thenational.academy](http://www.thenational.academy)).

Yours faithfully,



Tom Neill  
Deputy Headteacher KS4



Carol Duffy  
Deputy Headteacher KS3