



2 February 2021

Dear Parent/Carers

Students have now been learning from home for a month. We really appreciate the support from our parents/carers and the overwhelmingly positive feedback we have received about the online lessons over the last month. While we still do not have a definite date for the students to return to Westfield, it is clear that they will not be returning before 8 March. I know that many of you would like an update on how your child is engaging with online learning. This letter outlines how we will report to you this term and also how we are able to regularly update you on engagement and work completed.

Firstly, we will be sending a review to all parents after half-term. This review will only contain an Attitude to Learning Grade for each subject. We introduced Attitude to Learning grades in order to promote positive habits in the classroom. Having a good Attitude to Learning is the basis for success in any subject. I have adapted the ATL grades to reflect the remote learning that students are currently engaged in and I have temporarily removed any reference to homework or working with other students. There are now just 3 bullet points for each level:

- **engagement with online learning and attending live lessons**
- **work independently**
- **contribution in lessons (this could be orally or via a chat function)**

A copy of these can be found [here](#)

Secondly, we use Class Charts software as a quick and simple way of giving parents feedback on how their child is engaging with remote learning. The three most common codes that staff will use are:

Icon	Title	What it means
	Thumbs up	The student is online at the start of the lesson and ready to begin.
	Work not visible	The student is not online for the lesson. We are aware that some students are using devices other than chromebooks. This means that we are unable to monitor their work. If there is an issue with your child's chromebook please either use this link to notify the ICT team or contact their Head of Year who may be able to offer a loan device.



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	Misuse of ICT	The student is using ICT in an inappropriate manner. This could be for instance, attempting to access inappropriate websites or using chat features to make rude or silly comments.
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A reminder that all students should be following their normal timetable and the timings of the school day. This is important so staff can provide support and feedback.

Finally, can I remind all parents/carers that **Friday 12 February** is an INSET day and the school will be closed for all students.

Yours faithfully



Mr. M. Reid
Deputy Headteacher