



St Francis of Assisi Catholic College

Nil Satis Optimum

- Only the best is good enough -

5th February 2021

Dear Parent/ Carer

Last week I alluded to a change in practice for after half term, with the date still unknown for when students will return to school.

To support with well-being, engagement and students 'seeing' one another we will introduce Live Form periods, week beginning 22nd February. These will run from 09:00- 09:20 and will focus on our Values Curriculum and on student Well- being, there will also be a 'drop-in' session for each Form group for students to talk to their tutor if they wish. The schedule is below, as well as some of the parameters to be aware of.

Week beginning 22nd February, 09:00 to 09:20 live form periods will happen following the below pattern.

Day and time	Year group	Focus
Monday 09:00- 09:20	All year groups (7-13)	Values
Tuesday 09:00- 09:20	7, 8, 12, 13	Drop in
Wednesday		
Thursday 09:00- 09:20	9,10, 11	Drop in
Friday 09:00- 09:20	All year groups (7-13)	Well-being

- The spread of the 'drop-ins' is purposeful to reduce the likelihood of siblings in the same household not been able to log on at the same time.
- If there are multiple children in one household and not enough devices to be online on the Monday and Friday, then students must feature in at least one of the available sessions with their tutor in a week. If there is a lack of devices in the house please let us know as we are still able to provide laptops.
- All Live periods will be hosted on Microsoft Teams which is available to all students via their Office 365 account. The sessions will appear on Monday 22nd in their calendar and students need to simply press 'Join'.
- If a student does not attend then we will follow up with phone calls.
- Cameras are to be turned on for staff and students but students are to be muted unless invited to contribute by the teacher (Staff have control of this)
- Students should blur their background or ensure it is appropriate from a school setting. This reduces overall distraction, blocks out any unwanted cameos and protects privacy. The 'blur' option is accessed by the 3 dots in the top right of the screen.
- Behaviours whilst in a session should be that of a normal lesson. If a student needs to be removed from a session for poor behaviour they will be, and there will be follow up to this.

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- The 'drop-in' sessions are an opportunity for any student to talk and interact with their Form tutor away from the full class group.

We expect that this is a positive change that combats the fatigue of being at home for such a prolonged period of time. It may take some time to get used to and there may be hiccups but I believe this is a positive pivot to support students and their well-being and look forward to the rollout.

God bless,
Luke Salkeld

Headteacher