

3 April, 2020

Dear Parent/Carer

Please accept my apologies for this letter being a little later than you probably expected, I myself fell foul of the virus this last week and have been struggling to complete all the tasks I had to complete.

Could I take this opportunity to thank you all for your support for my colleagues this week. We have in place a whole new way of working for everyone and I appreciate that it might be taking some time for you all to adjust to it – I know we are. I would like to say a huge thank you to all of my colleagues who have been working with you and your child – solely focussed on the needs of our students whilst at the same time juggling their own lives and families at home – they are a brilliant bunch!

My colleagues have been working to keep your child updated with 'schoolwork' during the term-time period, whether this be through work-packs in the post, using the work uploaded on Google Classroom or for some of you engaging with online lessons. A number of our children have been in school in person and others we have seen at home – albeit from a distance! Please do continue to send us photographs of your children's activities – particularly those you've done together as a family – there have been some great stories of DIY, cooking, creativity, challenges and I particularly enjoy hearing how welcoming you have been of our home visits; my colleagues have been grateful for the human 'contact'! We do have a Twitter page @meadowbrookcoll which you could help populate and I will set up a photo gallery on our website where we can showcase student work, charts, art work, creations - with your permission of course.

We are about to begin the Easter Holidays and therefore this means your child can 'put the pen down' and enjoy a break from formal learning. We have a number of children who meet the Government criteria for us to remain open to and others who need us who we will maintain contact with, by phone or visit, over the holiday period. I have placed staff on a holiday rota which gives them a good break in either the first or second week of the holiday and therefore we will not be contacting all parents during this next two weeks and we will not be checking on your child completing their learning tasks. **Meadowbrook College will not be open over the Bank Holiday weekend: Friday 10<sup>th</sup> and Monday 13<sup>th</sup> April.** We will return to normal 'school' on Monday 20<sup>th</sup> April. If you are on our contact list we will make contact with you on Monday 6 April if we have not already done so by this weekend.

Ofqual published details of their plan for collecting grades from schools for year 11 students. I have attached the document to the PARENTS and STUDENTS pages on the website. As you will see, students will be awarded a grade based on the teacher's assessment of the grade your child will have been most likely to achieve had the exams gone ahead. I will work with your child's teachers to ensure we give your child the grade s/he was capable of achieving and to use all our available evidence to come to our decision eg. mock results, classwork, homework, coursework etc.. Your child will be able to use their grade for this years' college applications, job interviews, apprenticeship places etc.. Unfortunately, we are not allowed to share with you the grade we submit to the exam board.

As always you can contact us should you need to on the [officeox@meadowbrookcollege.org](mailto:officeox@meadowbrookcollege.org) email address or call 01865 253198 (Oxford) or 01295 250571 (Banbury) and this will be diverted to a member of staff who will take your call and pass a message to the relevant person if necessary. I have included some key numbers, resources and websites on the PARENTS and STUDENTS pages too should you be looking for help and guidance during this time.

I wish you all continued health and hope that you are coping as well as can be at this time. Please try to enjoy the sunshine which is due on Sunday and into next week and find ways of relaxing with your family over the Easter period.

With my best wishes

A handwritten signature in blue ink, appearing to read "Nicola". The script is cursive and somewhat stylized, with the first letter being a large capital 'N'.

Nicola