30th March 2020

Dear Parents/Guardians,

I know that the last few weeks have been incredibly challenging for all, but especially for students preparing for examinations in Year 13. It was not just the uncertainty about how the grades will work, but also sadness about the lost memories, for example the Ball, leaver’s assemblies and in some cases simply time to say goodbye to each other properly. Please thank your child for me for the way in which they handled the news last week, they were incredibly resilient and mature in how they approached the situation.

I wanted to write to bring some clarity and reassurance to some of the things you and your child may be discussing at this time. We still await further information from the government concerning exactly how A-level grades will be awarded. The latest government announcement can be found here: https://www.gov.uk/government/publications/coronavirus-covid-19-cancellation-of-gcses-as-and-a-levels-in-2020/coronavirus-covid-19-cancellation-of-gcses-as-and-a-levels-in-2020

A shorter update of what we know so far is given below.

A-level Examinations
The government and exam boards have instructed that they will require a range of data from us to feed into their processes for deciding the A-level grades. They have not yet given precise details on the specifics of the data they require. Please rest assured we will continue to work very hard in the best interests of every one of our students and do all we can to make sure they get the best possible outcomes from the process as it is clarified. Could we please ask that you refrain from contacting class teachers about individual predicted grades at this time.

We are expecting to learn more about the process of awarding grades in the next few days and will update you as we know more.

We currently expect results will be issued in July, but whatever the confirmed date, we will provide all our usual high-quality pastoral, academic and careers support at the time. Depending on the restrictions in force at the time, this may be online or over the phone rather than face to face.

Universities
Regarding university offers, we understand that a number of universities are considering changing some of their conditional offers into unconditional offers. We look forward to the clarity that this will bring for some (hopefully all) students but do please make sure to contact us if you receive such information and make sure your son or daughter takes time to consider their decisions very carefully. Universities are independent of each other so their approaches to admissions will undoubtedly vary. Our Sixth Form Team will be available to support your sons and daughters through this difficult time and if you have any queries please contact me directly.

What should the Year 13 be doing now?
In order to ensure that we have all the necessary evidence available, should it be required, we ask for your support in ensuring that Year 13 students continue to engage in the home learning work that is being set through Teams. Some subjects include non-examined assessments (coursework) which are yet to be completed. Students should liaise directly with their subject teacher regarding this and any opportunities for completing them remotely.

Whatever the next steps your son/daughter was planning to take this autumn, completing their education with us will stand them in good stead for their future pathways and ensure that they are not starting off behind their counterparts from other Schools and Colleges. The remote learning is particularly important for the subjects they have applied to study at University.

Any student who is unsure about their next steps post 18, can also contact Mrs Scott, our careers advisor. She is able to offer further guidance and support for different routes. Your son/daughter will also have access to an online platform called Unifrog which contains lots of valuable information about different career pathways.
The current situation means that we have had to cancel the Year 13 ball. We are looking to see if we can hold a Year 13 celebration once the school has reopened and will keep you updated.

**Safeguarding information**

Safeguarding is at the heart of everything we do at Brooke Weston Academy. However, during such uncertain times and due to school closures, it is important that we ensure parents/carers know who to contact if they are concerned about the welfare or safety of a child.

If you are concerned about the safety or welfare of a child, please contact our Designated Safeguarding Leads (DSLs). You can find their contact details on our school website [www.brookeweston.org](http://www.brookeweston.org).

If you are concerned about the safety or welfare of a child out of school hours, please contact the MASH team on 0300 126 1000 (option 1). Alternatively, you can e-mail them on MASH@northamptonshire.gcsx.gov.uk.

If you think a child is in immediate danger or missing, you should contact the police and/or an ambulance directly by phoning 999.

**Finance questions**

With regards to finances, if you had already paid for an educational trip that is now cancelled, or have credit on your Brooke Weston card, please contact finance@brookeweston.org for a refund.

**IT and Curriculum Support**

If you have any questions regarding the curriculum, subjects or work, please contact your teacher in the first instance via email or Teams. However they may be unavailable, so in this instance please contact: CurriculumSupport@brookeweston.org.

Note: Curriculum support will be unable to answer subject specific questions.

If you have issues with Teams or Office 365 please contact: ITStudentSupport@brookeweston.org.

Note: IT support cannot resolve issues with hardware or Internet at home.

Finally, at this time of national crisis, we are asked to trust the science and to follow the advice of the government. We need to give our support to front line services, particularly the NHS. I want to thank all staff who are operating the school for key worker children to allow them to continue to do their jobs.

I would like to thank you for your continued support throughout this year and hope your families stay safe and healthy throughout this challenging time.

Yours sincerely

Pete Kirkbride
Principal