



## Newham Collegiate Sixth Form Centre

A specialist centre for Science and Mathematics

Principal: Mr Mouhssin Ismail, LLB LLM

13th March 2020

Dear Parent/Guardian

### COVID - 19 (Update)

In light of yesterday's announcement by the Government that the national strategy is moving from 'containment' to the 'delay' phase I am writing to update you on the Sixth Form's response.

We are monitoring the situation carefully and are guided by the advice from Public Health England and the Department for Education. All families should familiarise themselves with the latest guidance on self-isolation which was published yesterday and is available from the following Government website

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-people-with-confirmed-or-possible-coronavirus-covid-19-infection> In summary, students should self-isolate for at least 7 days should they experience fever (a temperature above 37.8C) and/or a new and persistent cough.

There is an increasing chance that Schools and Colleges may be required to close and we have put in place a contingency plan which would allow us to continue to deliver high quality A level lessons. All students have been advised to download 'Microsoft Teams' which is a free video conferencing application that allows remote teaching. Should we have to implement our contingency plan I will inform all students via email, place a notice on our website as well as our social media platforms. In order for students to get the best out of the remote learning period, I've set out below our expectations which I will share with students when necessary:

1. Students must attend all online lessons, if they are ill parents must contact Ms Macdonald via email on [jmacdonald@ncs6.org](mailto:jmacdonald@ncs6.org) by no later than 8:00am
2. A register will be taken for all lessons and absences will be followed up by Ms Macdonald (Attendance Officer).
3. Students are not expected to wear school uniform but must to be dressed appropriately (smart/casual) as they will be seen by the teacher and other students.
4. Cameras on their iPad to be switched on so we know students are present.
5. The microphone should be on mute to prevent group discussions.
6. If a teacher asks a question, they will unmute the person they want to answer.
7. Students can ask questions in the 'chat' forum which everyone in their class will see.
8. Students can submit work for marking/review in the 'Private Chat' forum.
9. All Y12 Oxbridge/Ignite sessions will be suspended during this period.
10. Online Intervention sessions will continue as normal.

It's worth reiterating that the Sixth Form will only close if we are required to do so by the Government or it becomes impossible for me to staff the Sixth Form because of the number of staff absences. I understand this is an anxious time for everyone, given the uncertainty and the fact that A level examinations begin in the Summer. However, our one to one deployment of iPads mean we are best placed to ensure our students continue to get access to their teachers as well as high quality learning material.

Should you wish to discuss any aspect of this letter in further detail please do not hesitate to contact me.

Yours faithfully

Mr Ismail

**Principal of the NCS**  
**[mismail@ncs6.org](mailto:mismail@ncs6.org)**

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*"We are what we repeatedly do. Excellence then, is not an act, but a habit." Aristotle*