



TO CARE  
TO LEARN  
TO ACHIEVE

## BEDFORD HIGH SCHOOL

A Specialist Business and Enterprise College  
with Applied Learning  
Headteacher: Mrs H J Phillips

19<sup>th</sup> March 2020

Dear Parents/Guardians and Students

Following the government's announcement on 18<sup>th</sup> March 2020 that schools in England are to close on Friday 20<sup>th</sup> March 2020, this letter sets out our plans to provide for the continuation of learning whilst students are at home.

**Please keep this letter for reference.**

**Currently we do not have a date for reopening, this will be provided as soon as we have more information.**

### General

Teachers have been supporting students with how to access on-line learning and the key sites that they should use so that they have the information they need to work from home. Other work has also been provided including hard copy where needed.

Staff will make every effort to be available, via email, during working hours to answer learning queries.

### Parents/Guardians

Key messages, including this letter, will be posted on our website - [bedfordhighschool.co.uk](http://bedfordhighschool.co.uk) and our Facebook page – Bedford High School Live.

**Please keep checking the website, as this will be the main method of communication we use to provide updates, and confirm the date for reopening, when this is known.**

Work will be given to students via Homework on Frog. We will need you to support us by checking Frog and ensuring that your child is engaging with the work.

Parents/Guardians should access Frog via the blue Frog icon on the homepage of the school website. Alternatively, you can download the MyFrog App from the App store on your device. After downloading the App, you will be requested to enter the school URL code which is:

[frog.bedford.wigan.sch.uk](http://frog.bedford.wigan.sch.uk)

You can then enter your login details.

If you have forgotten your login details, there is a 'need your login details' link on the school website homepage. Click on this link if you have forgotten your login details. New login details will then be emailed to you by our Frog support team. **Please do this now** as it may not be possible to supply the details if school is closed.

Bedford High School, Manchester Road, Leigh, WN7 2LU. Tel: 01942 909 009

[enquiries@bedford.wigan.sch.uk](mailto:enquiries@bedford.wigan.sch.uk)

[www.bedfordhighschool.co.uk](http://www.bedfordhighschool.co.uk)



@BedfordHighSch



@Bedford High School Live



Artsmark  
Gold Award  
Awarded by Arts  
Council England



Support for how to navigate around Frog is available via the homepage of our school website.

We will make different provision for those students who do have internet access at home and/or do not have access to a device e.g. computer, laptop, tablet, smartphone at home so that they can continue with their learning.

### **Students**

#### **Frog**

All key messages will be available through the school website where the link to Frog is also located. All work will be assigned via Homework on Frog.

You can also download the MyFrog App from the App store on your device. After downloading the App, you will be requested to enter the school URL code which is:

frog.bedford.wigan.sch.uk

You can then enter your login details.

After completing an assignment on Frog, you should click on the 'submit work' tab from the assignment.

Teachers may also communicate with you through 'Messages' on Frog.

You must make sure that you can access Frog **now** so that any problems can be sorted out before school closes.

#### **Email**

You can also use your school email address to send work to your teachers or communicate about your learning.

Your email address is:

Your 4 digit number@bedford.wigan.sch.uk

Teachers email address is:

initial.surname@bedford.wigan.sch.uk

For example [t.smith@bedford.wigan.sch.uk](mailto:t.smith@bedford.wigan.sch.uk)

Your email can be accessed via the drop down menu under the 'Students' tab on the school website [bedfordhighschool.co.uk](http://bedfordhighschool.co.uk)

Please be proactive and ensure you can use your school email **now** so that any problems can be sorted out before school closes.

#### **Other online learning**

You will have logins and passwords for lots of different online learning sites in your different subjects e.g. MathsWatch, Tassomai, GCSEPod. It is really important that you make it your priority **now** to record these logon details in your planner; you can ask your form tutor and subject teachers for help with this.

We will make different provision for students who do have internet access at home and/or do not have access to a device e.g. computer, laptop, tablet, smartphone at home so that you can continue with your learning.

### **Free School Meals**

The government has indicated that a scheme will be put in place to ensure that the families of children who are eligible for free school meals continue to receive support. We will share the details as soon as they are available.

### **Exceptional Access to School**

As requested by the government, we will make every effort to keep school open for a small number of students where exceptional circumstances apply. This will include children whose parents are 'key workers' and students with an Education Health Care Plan. We will provide further details once we have been able to put in place a plan which ensures the health and safety of students and staff in this unprecedented situation.

### **Children of 'Key Workers'**

We are awaiting further clarification from the government on which occupations are classed as 'key workers'. It is likely to include staff in the NHS and emergency services, and teachers. If you are a 'key worker' and would like your child to continue to attend school, please contact us at [accesstoschool@bedford.wigan.sch.uk](mailto:accesstoschool@bedford.wigan.sch.uk) by 12pm on Friday 20th March. In your email please include the name and year group of your child and evidence of the job title and employer of each parent who is a 'key worker'. Exceptional Access is only available for children where both parents/carers are 'key workers' or where a single parent is a 'key worker'. If only one of two parents/carers is a 'key worker' then Exceptional Access should not be requested.

### **Children with an Education Health Care Plan**

If your child has an Education Health Care Plan and you would like him/her to continue to attend school, please contact us at [accesstoschool@bedford.wigan.sch.uk](mailto:accesstoschool@bedford.wigan.sch.uk) by 12pm on Friday 20th March. In your email please include the name and year group of your child.

Once we have considered requests for Exceptional Access to School, we will be able to plan provision and contact those parents with further details.

This is an unprecedented situation but students can continue to learn during this closure. The information provided above details what we expect students to do and the support we need from parents/guardians, please, to ensure it happens.

Should you have any questions, please do not hesitate to make contact by emailing us at [enquiries@bedford.wigan.sch.uk](mailto:enquiries@bedford.wigan.sch.uk).


The Department for Education have launched a new helpline to answer questions about COVID-19 related to education. Staff, parents and young people can contact the helpline as follows:

Phone: [0800 046 8687](tel:08000468687)

Email: [DfE.coronavirushelpline@education.gov.uk](mailto:DfE.coronavirushelpline@education.gov.uk)

Opening hours: 8am to 6pm (Monday to Friday)

Yours sincerely,



Mrs H Phillips  
Headteacher