



# La Retraite

Roman Catholic 11-19 Girls' School

Atkins Road, Clapham Park, London SW12 0AB

Tel: 020 8673 5644 Fax: 020 8675 8577

[schsec@laretraite.lambeth.sch.uk](mailto:schsec@laretraite.lambeth.sch.uk)

[www.laretraite.lambeth.sch.uk](http://www.laretraite.lambeth.sch.uk)

**Head Teacher:** Mr. D. Malins

12<sup>st</sup> May 2020

Dear Parents/Guardians of year 9 students,

Following the Prime Minister's speech on Sunday it would appear that KS3 pupils are unlikely to return to school before the summer holidays although further information will be released. Please rest assured that we are following government advice and updates closely.

In order to further support pupils, we are taking steps to support a more structured working day for our students and are trialling this with year 9 to start with before rolling it out to the whole school.

Starting on Friday 15th May, we would like for Y9 students to check in/register with their form tutor each day before 10 am. To do this they will simply log into google classroom and visit the classroom their form tutor has created for them. They should click "submit" on the registration document their form tutor will make available daily. This will show they are attending school daily.

An email/text message will be sent to parents of students who have not signed in. This may be followed up by a phone call from a member of our pastoral team to offer support to resolve any issues students might be experiencing and to help get them working. Please note we have received guidance from Lambeth to inform parents in our telephone conversations that normal safeguarding protocols apply and any safeguarding concerns that arise during the phone call will be passed on to the Designated Safeguarding Lead. Please be aware that staff will remind you of this at the start of the call.

We are aware that for some of you working from home and sharing IT resources might mean that your child is not able to log on before 10 am. If this is the case, please get in contact with us by emailing [schsec@laretraite.lambeth.sch.uk](mailto:schsec@laretraite.lambeth.sch.uk) . We will then log this and contact you to confirm alternative arrangements. We will also then make staff aware of these arrangements so that there is no confusion.

More information will be circulated by form tutors to their groups in google classroom this week.



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You can also contact the Y9 YLC Miss Appiah-Kubi and the KS3 Pastoral support manager, Ms Gosling, if there are any other matters you need to discuss or would like some support in managing.

We really hope you are all safe and well and our thoughts and prayers continue to be with all of the members of our community.

Yours sincerely,

**Michael Allan**  
**Assistant Headteacher**