



WEST SUSSEX COUNTY COUNCIL

# IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

Compassion  
Achievement  
Respect  
Endeavour

*The cornerstones of our  
learning community*

30<sup>th</sup> March 2020

Dear Parent(s)/Carer(s)

Many of you have sent me feedback regarding your experiences of online learning so far. There were many positive messages which was nice to see. Staff are finding their way with these new systems and are grateful for the feedback shared with them. Many teachers mentioned how they are trying to adapt to this new way of interacting with students and recognise they need to think carefully about how to manage learning differently.

Some of the key messages along with steps we have taken are as follows:

- **Work can appear in different places which can be confusing.** I have reiterated to staff that all work must be set in SIMs (they may then refer to other resources or destinations for content). From your point of view I suggest that **parents always look in Edulink or SIMs parent** to see this. **Students should look in Edulink OR their outlook calendar.** Instructions for accessing these are given below:
  - You and your child/children can login to EduLink One at <https://www.edulinkone.com/#!/login?code=imberhorne>
  - Students can access their e-mail online using Outlook Web Access at <https://remoteaccess.imberhorne.w-sussex.sch.uk>
  - Students use their normal school username and password to access all the above services just as if they were logging on to a computer in school
  - The IT Support Team is expected to operate as normal – if you need technical help or forget your password, please contact us [itsupport@imberhorne.co.uk](mailto:itsupport@imberhorne.co.uk) or 01342 310989.
- **The rewards system seems to have stopped.** I have reminded staff about this and encouraged them to share guidance on how merits etc. can be gained, I hope this form of interaction and recognition resumes again this week.
- **Students can feel a bit isolated.** We recognise that there are many different aspects to school life that our students are missing out on. Whilst we cannot replace the intense social interaction we can initiate more routine communications and responses to students. Tutors and Heads of Year will engage in more communication with students, we will also try and hold virtual assemblies and prompt discussion.
- **There are mixed responses to the type of work being set, some students are getting through it quickly, others struggle to complete it on time.** This is an issue to do with differentiation. I have asked staff to reduce the amount being set for Year 7 students (who felt most overloaded) but to also include extension activities for those who are capable of doing more and want additional challenge. I have also asked staff to structure tasks more clearly, particularly if work is being set over a number of lessons. We need to be more explicit with what work needs to be completed by what stage.

Imberhorne Lane  
East Grinstead  
West Sussex  
RH19 1QY

Tel: 01342 323562

E-Mail: [info@imberhorne.co.uk](mailto:info@imberhorne.co.uk)

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





- **Lack of feedback on work.** We are in the process of devising an assessment schedule. This will clarify our expectations about what work needs to be submitted to teachers. As you probably know, most lessons are geared towards gaining knowledge and skills. At key points, staff will find ways to assess students' understanding. We need to be clearer about what is ongoing learning (developing knowledge and skills) and what are assessed tasks. We hope to share this with you soon. Guidance on how work should be submitted will also be shared.
- **Video contact.** We are exploring the best way to initiate learning by video, when appropriate. There are numerous platforms available, not all of which are entirely safe or reliable. We are in the process of putting together guidance and safeguarding information with regards to the use of video contact between teachers and students. Again, we hope to be able to share this later in the week.

Once again, thank you for your support and encouragement at this time. We are mindful that there needs to be a balance between effective and productive online learning and a harmonious and supportive family setting. If your son or daughter does not manage to finish tasks or experiences difficulties, please do not worry. We understand and are here to help in whatever way we can.

Yours faithfully

Mr M Brown, Headteacher