



Queen Mary's Grammar School

Headmaster: R J Langton, M A

November 2022

Dear Parent/Carer

We wrote to you previously, and have spoken to the pupils, about the Digital Transformation that will be taking place at QMGS. This will see the IT infrastructure significantly improved and this will have huge benefits for both pupil learning, and the general administrative workings of the School. We are excited about the improvements this will bring in the long term, but there will be some short-term disruption.

The company overseeing this project, Our Learning Cloud, will be onsite at the School from Monday 28th November till Friday 2nd December. The School will remain fully open for that week but our access to IT and communications will be severely limited. In particular, we wanted to draw your attention to the following;

Communication:

- The School Absence Line will be down for the week so if you need to report your child's absence you should do this via the temporary telephone numbers set out below;

07445840685 - Main school absences (y7-11) 1

07401198799 - Main school absences (y7-11) 2

07401397713 - Sixth-form absences (y12-13)

- Where possible, please report your child's absence as a text message, rather than a phone call, the text must include your child's name, form group, and reason for absence.
- The normal School telephone system will be unavailable. If you need to contact the School for any reason please use one of the following two temporary numbers;

07401470634 - Main school reception 1

07401879541 - Main school reception 2

- The usual enquiries email address, as well as staff email addresses, will be down for the week. Please contact the School using the methods above.
- The usual forms of School communication will be unavailable for the week including the SIMS Parent App and In Touch.
- Please do not come on to the site as there will be significant work going on. Rest assured that we do have systems in place to contact you in an emergency.
- The QMGS website and Twitter feed will still be running as normal, and both continue to be a good source of information.

Teaching and Learning/The Curriculum

- All lessons will go ahead as per the normal teaching timetable and all pupils are expected to be in School. Some subjects may make adaptations to their curricula for that week.

- Minimal homework will be set. Where it is set it will be paper based. No homework will be set on MS Teams that week, and no electronic resources will be uploaded to class Teams sites.
- Please remember that Y11 mocks have now moved – this has been previously communicated. They will now take place from 22nd November to 2nd December
- It is likely that reports due to go out at end of term will be slightly delayed until after the Christmas break.

School laptops:

- All laptops currently loaned out to students need to be handed in as a matter of urgency. These will be redistributed as soon as possible afterwards,

The Canteen:

- The canteen will continue to provide a meal service, but there will be a reduced number of options and a simplified pricing system.
- There will be a delay in applying the cost of the meal against the ParentMail account.
- Those entitled to Free School Meals will still receive this.
- The flag at the tills for those with allergies will not function, so students will need to be more alert and ask staff about allergens.

Sixth form:

- Sixth form pupils wanting to sign out early will need to inform a member of the Sixth Form team. The usual electronic signing out procedure will be unavailable.
- Note that there will be no Sixth Form lessons on the afternoon of Monday 28th and Tuesday 29th November. Sixth form will sign out at 1pm on those days. However, in some cases staff may request Year 13 groups to stay. This will be communicated to the relevant pupils.
- The online Year 12 Parents Evening, scheduled for Thursday 1st December, has been rescheduled for a later date in the academic year. This will now be on Thursday 2nd March 2023.

Events:

- A reminder that we have a number of early finish events to facilitate staff training on the new IT systems. These take place on Wednesday 23rd November and Monday 12th December when pupils will be dismissed at 2.40pm.
- We also finish at 2.50pm on Thursday 24th November to facilitate the setting up of our Sixth Form Open Evening which takes place on that evening. School will be closed on Friday 25th November.
- The QMA Tastes of the World event will still take place as normal on Saturday 3rd December. Tickets can be purchased for this via the link below;

<https://www.ticketsource.co.uk/qmgs/>

I want to thank you in advance for your understanding with this and for your forbearance during our Digital Transformation week.

Yours sincerely
Richard Langton
Headmaster