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Headteacher – Miss B Nugent

Mission Statement “We are special people on a journey, growing and learning together in search of excellence, as we follow in the footsteps of Jesus.”

18th December 2020

Dear Parent/Carer,

This letter is to inform you about how your child will access remote learning in the event of a whole class or school lockdown.

Our remote learning plan for Years 1-6

Our remote learning plan has been made with our pupils and their families in mind. We believe that this strategy will work best for the children at our school.

Years 1 - 6 will mainly use Google Classroom for their remote teaching. Each child has a logon and password and has practised using these in school. Teachers will also use Purple Mash especially in the younger Year groups and for online Reading activities.

Children will be expected to learn for at least 3 hours per day.

Each class teacher will outline a timetable via Google Classroom. This will include breaks and lunchtimes and will be adapted for your child's age. Children will not be expected to work online all day.

The lessons will consist of a variety of activities including links to websites and videos, attached worksheets and some live teaching where possible. (To access this, children need to click the Google Meet link on the class homepage when asked.) Teachers will also expect some of the work to be done using paper or in workbooks that children have ready for homework. Some lessons may be practical lessons too – Athletics and Reading tasks will continue as usual.

Children will be expected to log on to their class Google Meet by 9:00am for registration and will be given instructions for the morning's work. They will then need to log on again after lunch at 1:30pm. The school day will end at 3:15pm.

Depending on the age of the children, tasks will be set and expected to be turned in on the same day unless otherwise stated by the teacher. Teachers will give feedback via class discussion on Google Meet using both live and chat features. They will also give feedback on specified tasks via Google Classroom.

We understand that in some cases devices will be shared. Please inform the class teacher who can adapt times and timetables accordingly.

What you'll need at home

To make learning effective at home you will need to make sure that:

- Your child has a working device that can access the internet such as a laptop, desktop computer, tablet or smart phone.
- Paper and pencils
- Any workbooks that have been sent home by the teacher for specific lessons.
- If possible, your child should have a quiet workspace where they can work without interruption.
- If your child does not have any of the above, please let us know as soon as possible so that we can help support you. We are able to provide some laptops for loan where necessary and can provide printed resources if you don't have suitable online access.

What we expect from your child –

It's important that your child engages with home learning and keeps to their timetable. **You will be sent the Code of Conduct for pupils via text and Google Forms. Please sign and return.**

If a pupil is not engaging with the learning, we'll use the following strategies to provide additional support:

- If your child has not logged in the morning a text will be sent to parents and then a phone call. Please use the text service to inform class teachers if your child is not attending the online class.
- If a child's lack of engagement in tasks is worrying, teachers will text and if necessary phone parents. They will also provide increased feedback via Google Classroom.
- If your child is having difficulty, please let us know and we can provide further support via our Learning Mentor.

SEND

We are committed to the progress and accessibility for all pupils and Mrs Pannell and the office staff will be available during school hours to help in any way.

Children who are supported by Miss Hancock, Miss Freeman and Miss O'Dea have practical resources and activities in their pack suited to their needs and which might be different to their friends.

Children with EHCPs will be contacted by the class teacher and Mrs Pannell at least twice per week.

Children who receive speech and language therapy (SaLT), support from the Educational Psychologist or support from Mrs McInroy (our Learning Mentor) will receive the same support remotely via Google Meet or via a phone call.

What you can do to help

We appreciate that if this situation arises, it may present some challenges for you. We kindly ask for your support so that we can continue to provide high-quality education for your child during this time.

Younger children in particular, may need support in accessing online materials and staying focused with their remote learning. We ask that you help them as much as you can. Please make reading the priority. If you require support with books, please inform your class teacher.

At the same time, we don't expect you to watch your child all day, and we wouldn't expect parents/carers to get involved in remote lessons in place of our teachers. But, it would be really helpful if you can take an active role in your child's learning by asking them about their day and what they've learned.

Our top tips:

- Try to encourage your child to be ready and dressed for the start of the school day, and to keep to their timetable.
- Distinguish between weekdays and weekends, and make it clear when the school day is over, to separate home and school life.
- Plan breaks and exercise into the day to help keep your child active.

Please keep in touch with us and do let us know if you're having any difficulties with remote learning, or if you have any questions.

Thank you for your continued support.

Yours faithfully,

Mrs Moore