

Dear Parents/Carers,

As we are currently in a period of lockdown, we are providing a DAILY home learning curriculum until your child returns to school. Using Google Classrooms, your child will access learning every day.

Through Google Meets, we will have virtual meets allocated periodically throughout the day. There will be a morning and afternoon registration, followed by further taught lessons. The teacher will also set activities linked to their specific curriculum and post these on Google Classroom.

Please ensure your child has access to their learning every school day between

9:00am and 3:30pm. (Please contact school if you are having difficulties with this.)

# Daily Routine

* Registration on Google Meet every morning at 9am and every afternoon at 1pm.

The class teacher will set out the expectations for the day, including what lessons will be covered, and what times your child needs to join for the taught sessions.

* Live lessons will be taught sessions of at least 30 minutes. Following on from this lesson, your child will be directed to activities they can complete independently.
* Morning work set on Google Classroom will be expected to be completed by 12pm, and afternoon work to be completed by 3:30pm
* The class may be split in half for some lessons. This will help with discussions and will allow the teacher to deliver more personalised lessons.
* Children will be taught Maths and English every day, with a combination of all other curricular subjects over the course of the half term. (eg RE, Science, Art, History…)

***Parents will:-***

1. Signed Remote Learning Consent form
2. Ensure your child is logged on to Google Meet for registration each day. The link will be shared on Google Classroom.
3. Not take part in the taught sessions on Google Meet - these are learning times for your child. Please do listen to the lesson if you feel it will help you support your child with their tasks (if needed), but please do not join in with the class discussions.
4. Support your child whilst they complete the tasks set on Google Classroom (only if needed - in school we encourage our children to be independent learners, and whilst we offer support, we do not complete tasks for them).
5. Support your child to post work and/or comments of their completed work on Google Classroom.
6. Use classdojo if you are unsure or have any questions, but bear in mind the class teacher will be busy teaching your child and may not be able to respond straight away. Parents please do not post messages or questions on Google Classroom as this is a learning tool and for your child.
7. Please be mindful of the class teacher’s working hours. Messages on classdojo between 8:00am and 4:00pm will always be responded to at a suitable time, however questions and posts outside of these hours may not be responded to by the class teacher until the following day. If you have a query that needs an immediate response, please contact the school office on 01254 54866.

# The teachers will:-

1. Provide a daily or weekly educational timetable.
2. Provide help and support if and when required.
3. The time frame for children to submit work is between 9:00am and 3:30pm, Monday to Friday. The teacher will mark your child’s work, along with the Learning Support Assistant for your class.
4. Provide feedback and assessment on selected pieces of your child’s work.
5. The teachers will be monitoring all communication and activity. Teachers will enforce the strict student guidelines, blocking students if necessary.
6. If children are not online at 9:00am for registration or no work has been submitted within the school day, the teacher or a member of staff from the school office will contact parents/carers.
7. Any children missing registration and lessons on more than one occasion will be contacted by school.

***Google Classroom/Meet Guidelines***

1. Log in details must not be shared with any other member of the family or friends, other than parents.
2. Please ensure you supervise your child when they are accessing the internet to complete a directed task.
3. Please use Google Classroom/Meet to communicate school work only.
4. Children should be dressed appropriately when taking part in online sessions, and in a quiet space in the house for the online sessions (preferably not their bedroom) Rules for Google Meets will be shared on Google Classroom and discussed before sessions start.
5. When uploading videos / pictures of children’s work, make sure that only your child is in the video / picture.
6. Please do not let other children use the Google Classroom account that is registered for your child.
7. Please communicate on Google Classroom using language that would be suitable in the classroom. We ask that you do not use ‘slang’ language.
8. A high standard of behaviour is expected at all times. All students are expected to be polite and respectful to students and teachers.
9. Classdojo good points and warnings will continue to be used to reward good behaviour and remind children of our expectations if needed.