Remote Education Guide for Parents/Carers

In this guide, you will find websites, app information and other handy hints and tips for supporting your child with their online education from home. The children are very familiar with most of these apps, but you may find these points helpful if you encounter any difficulties.

To complete home learning, the **children will need access to:**

Seesaw CLASS app – children need their 'Home Learning Code' to access this (all of their remote education will be sent on here) OR login via: www.app.seesaw.me

Google Meet app - this is where registration will take place and where children will be able to join their STAR assembly each Friday (please follow the login details on the next page) OR login via www.simonsideprimary.org

Reading Eggs app – this is where children will complete their daily Guided Reading activities (most children in KS1 will use 'Reading Eggs'; most children in KS2 use 'Reading Eggspress' when they login). Children have their own login details – use the app OR login via www.readingeggs.co.uk

Mathletics app – children have their own login details and will be able to use this app when directed by their teacher OR as an optional 'extra' to practise their maths skills. You can also login via www.login.mathletics.com
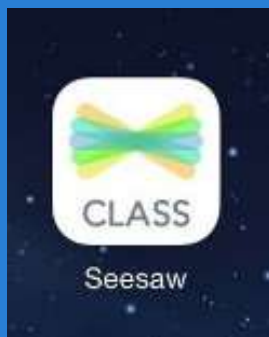
Times Table Rockstars app – children have their own login details and will be able to use this app when directed by their teacher OR as an optional 'extra' to practise their times table skills. You can also login via www.ttrockstars.com

---

Seesaw / Google Meet Quick reference Guide

To access **Seesaw:**

The **FAMILY** app is for Parents/ Carers to join to send & receive messages from school staff

You can also access Seesaw via: www.app.seesaw.me

The **CLASS** app is for children to access their home learning, using their 'Home Learning Code'

Children can also access Seesaw via: www.app.seesaw.me

To access **Google Meet:**

Download the Google Meet app OR go to www.simonsideprimary.org and enter your child's login details

Seesaw

This is where **ALL** remote education activities are shared and where staff will share important messages with parents / carers.

Seesaw Quick Reference Guide for CHILDREN on the CLASS app:

Inbox — Children will read messages from their teachers here.

Activities — Children access their remote education lessons and activities via the **ACTIVITIES** button.
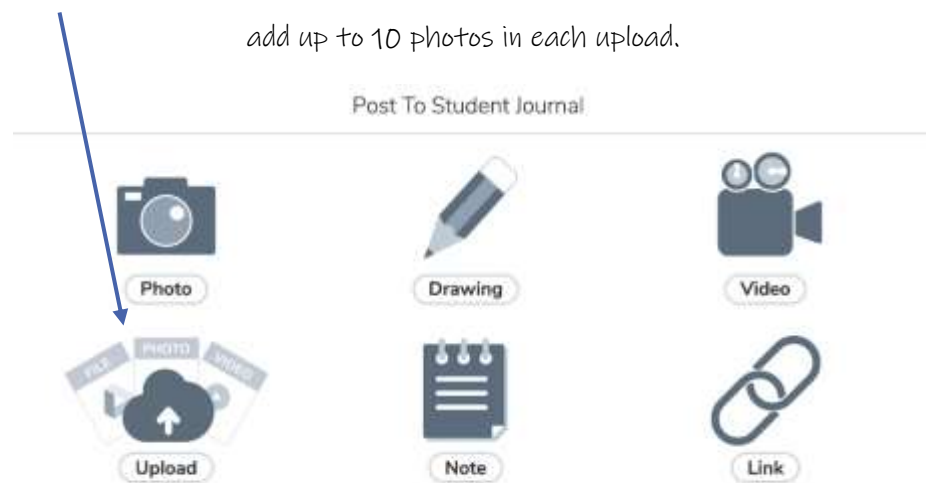
Journal — This is where children can view their completed work, read and reply to comments from their teachers and edit work if they have had it sent back to them

To upload photos/videos/add comments to uploaded work:

To complete an activity directly onto Seesaw, click on the **green + response button**. To upload your own post (this might be a photo, video or drawing), click on the **green + button,** then choose the appropriate icon:

Choose 'upload' if the video / photo is already saved on the device – you can add up to 10 photos in each upload.

Post To Student Journal

Photo   Drawing   Video

Upload   Note   Link

www.app.seesaw.me

Ask your child's teacher if you need another home learning QR code or a QR code to join the family journal

Using the main 'Drawing' tools in Seesaw

Drawing

Undo and redo

Click here when you are finished and ready to upload

Delete OR delete and start again

Add a text box

Add a voice note

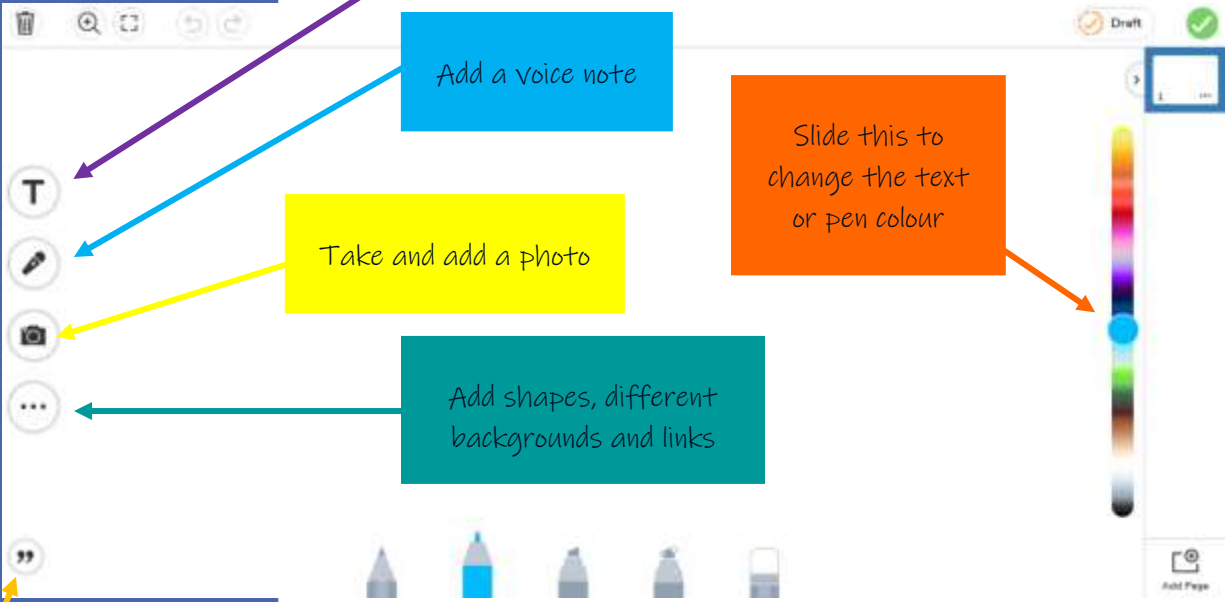Slide this to change the text or pen colour

Take and add a photo

Add shapes, different backgrounds and links
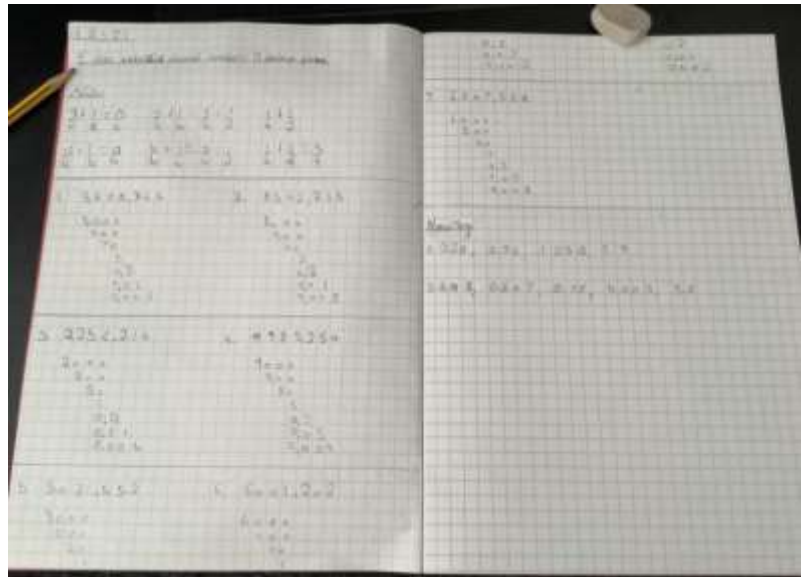
Add a caption to the drawing or photo

Pencil, pen, highlighter, 'magic' pen & eraser tools

Add another page

Taking & Uploading a photo of your written work

To make sure we can read the children's work clearly, please make sure they take a clear image of their work from above. Please try to avoid any other items in the photo so that their work is clear and easy to read. For example, uploaded photos of work should look like this:

Alternatively, if you have an iPad, iPhone or iPod Touch, you could use the **scanning tool,** which does the hard work for you. To use this tool, follow these instructions:

Scan a document

1. Open Notes and select a note or create a new one.

2. Tap the Camera button 📷, then tap Scan Documents ▣.

3. Place your document in view of the camera.

4. If your device is in Auto mode, your document will automatically scan. If you need to manually capture a scan, tap the Shutter button ⦿ or one of the Volume buttons. Then drag the corners to adjust the scan to fit the page, then tap Keep Scan.

5. Tap Save or add additional scans to the document.
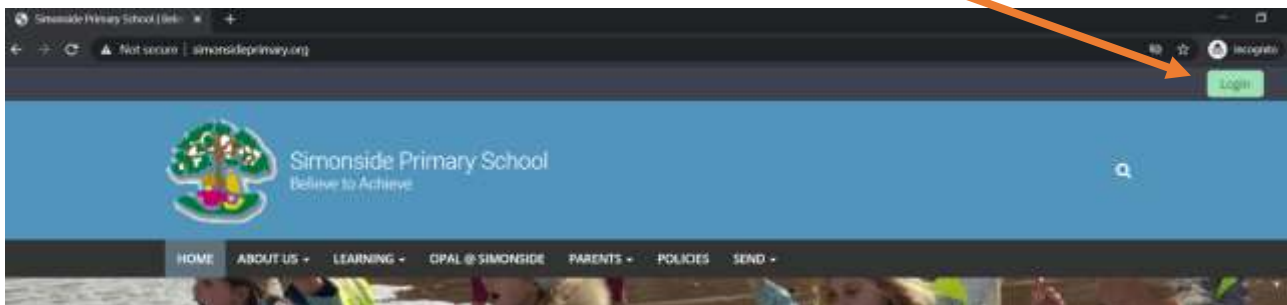
Accessing Google Meet

To access the virtual meetings using an iPad:

Please download the 'Google Meet' and 'Google Drive' app from the app store. If your child is part of the 1:1 scheme in Years 2, 3 or 4, these will already be on their iPad for them
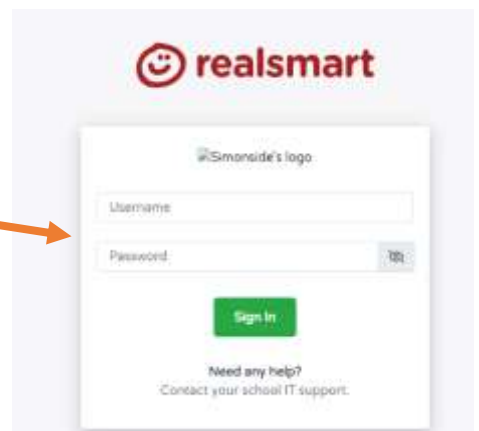
- To log in, please use the details that your child's teacher has sent you on Seesaw (this will be a username and password)

- Your child's full email address is their username, followed by @simonsideprimary.org (for example, if their username is superman, their email address is superman@simonsideprimary.org)

- When prompted, you will need to select 'Simonside' from the dropdown menu to select our school

- You can view a 'How to' guide here:
  https://drive.google.com/file/d/1f4lbUwYs5XrP1VSxMgwODo8JTWuVhRy6/view

To access the virtual meetings using chrome (on a laptop or computer):

- Go to the school website: http://www.simonsideprimary.org/

- In the top right-hand corner, click on the green 'login' button

- Select 'Simonside' from the drop-down menu

- Enter your child's username and password (using the details sent by your child's teacher on Seesaw)

Google Meet Code of Conduct

To help keep our virtual sessions on Google Meet safe for everyone, please make sure your child:

- is **fully dressed** (they do not need to wear school uniform, but they should be fully dressed and not in pyjamas)

- is in a **communal area** of the house (they should not be in their bedroom)

- is **supervised** throughout the meeting (this can be from a distance, but they should be in the same room as you)

- turns their **microphone to mute** whilst the teacher is talking so everyone can hear them (your child can use the 'hand up' button if they'd like to say something, and the teacher will ask them to 'unmute' as soon as it's appropriate to do so)

- **will not screen record / capture images** during the online meeting, as this is a safeguarding and GDPR issue

- **leaves the meeting** as soon as they are instructed to do so by their teacher (teachers will not leave the meeting until all children have left)

Thank you, as always, for your ongoing support