

Friday 8<sup>th</sup> January 2021

Dear Parents and Carers,

Once again thank you for your patience and support as we have moved very quickly to online and remote learning. This letter will provide an outline of the systems and procedures going forward this half term. Sadly, we cannot welcome all of the children into school due to the lockdown as the nation tries to reduce infection rates to keep one another safe and protect hospitals. However, as a school community we will together keep all of our children safe, happy and engaged in their learning. Our focus will be twofold:

- The children within school ensuring it is a safe place for them to learn.
- The children who are working remotely at home.

Please be assured that we will do all we can to support all of our children. We are working extremely hard to engage all children in live learning and deliver high quality teaching to each child each day.

**Organisation of Critical Worker pupils attending school**

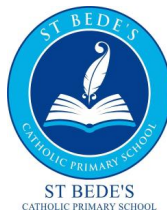
Children will remain in their class group and will be taught by their teacher to minimise the risk to pupils and staff. A huge thank you to the children who have attended school this week – they have been a credit to you all. They have worked incredibly hard accessing the same learning mirrored on google classroom.

**Drop off and pick up times for Critical Worker pupils attending school:**

**We strongly advise that masks are worn when entering the school site, and when dropping off and picking up your child and we continue to follow the guidance on social distancing.**

<b>Year Group</b>	<b>Entrance Point</b>	<b>Entry Time</b>	<b>Exit Point</b>	<b>Exit Time</b>
<b>Nursery (Morning)</b>	Foundation Stage Gate	8.30am	Foundation Stage Gate	11.30am
<b>Reception</b>	Foundation Stage Gate	8.30am – 8:45am	Foundation Stage Gate	2.45pm
<b>Original family bubbles</b>	Key Stage 2 Gate	8.30am	Key Stage 2 Gate	2.45pm
<b>Years 1-6</b>	Key Stage 2 Gate	8.35am – 8.45am.	Key Stage 2 Gate	2:45pm – 3:00

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## Organisation of pupils learning remotely at home

### Early Years

Nursery and Reception will continue with their remote learning through the online platform Google Classroom. Teachers will upload lessons, resources and videos in order to support your child's learning. This platform will be monitored daily. Should you wish to contact your child's teacher, contact can be made via Google Classroom or alternatively contact the school office. We are hopeful that the live meets will take place the week commencing 18<sup>th</sup> January, there will be more information to follow. For now, please continue to use Google Classroom as outlined above.

### Live learning and google classrooms

All children have logins to enable them to access to Google classrooms. Remember Google Classrooms can be accessed by a variety of devices: mobile phones, tablets, computers, Xbox and also PlayStations. If you are using Xbox or PlayStations to access Google Classroom the following information may be helpful:

- Turn on your console.
- Open up your profile as you normally would if you were playing a game.
- Click on the internet browser (Play Station - www icon/X Box - Microsoft Edge icon)
- Type in [classroom.google.com](https://classroom.google.com) in the URL bar.
- A prompt for a Google account will appear.
- Type in your school email and password.
- The Classroom home screen will open up.

It is important that children have routines and the opportunity to learn and enjoy the curriculum we provide. We will continue to review procedures and adapt as and when required. We understand that homes may have limited devices and that if you have more than one child at home this could prove to be difficult. This is why we have made changes to remote learning to support you as best we can. There may be teething problems at first, but given time this will be refined and will prove to be extremely supportive for children at home. We know learning from home is not ideal but we are trying our best to support you all in any way we can.

During this lockdown, children will engage in live learning with their teachers alongside the learning activities which will still be set on Google Classroom. The children can log into their google classroom every day. Teachers will be online **from 9.00am onwards** to welcome the children and provide an outline of the learning planned for that day. Each year group will have an allocated time slot in which to engage in live learning with their teacher. During this session, remote learning will take place in a variety of ways such as live demonstrations /modelling, pre-recorded lessons or presentations. They will also be able to engage with their teachers via a live lesson during the afternoon in order to review the learning that has taken place.

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There will be an opportunity to engage and discuss learning with their teacher after the demonstration. Pupils in Key Stage two may like to utilise the chat function available on Google Classroom to initiate discussion.

<b>Welcome and Live Lessons</b>	
<b>9.00am – 9.10am</b>	Y1/2
<b>9.10am – 9.20am</b>	Y3/4
<b>9.20am – 9.30am</b>	Y5/6

<b>Live Lessons</b>	
<b>9.30am – 10.15am</b>	Y1/3/5
<b>10.15am – 11.00am</b>	Y2/4/6

<b>Live Lesson and Review Session</b>	
<b>1.30pm – 2.00pm</b>	Y1/3/5
<b>2:00pm – 2:30pm</b>	Y2/4/6

### **Remote learning**

Please see below expectations for pupils and parents as outlined in the St Bede's Live Streaming and Video Call consent form.

### **Pupil Expectations**

- *I will ensure that my device is safe and avoids disruption to the lesson through unsolicited pop-ups and exposure of any personal data. All notifications on the device will be turned off.*
- *I will not use mobile phones or social media platforms during the lesson.*
- *I will not record any part of the live streaming lesson.*
- *I understand that the expectations on my conduct are the same as if the lesson was taking place in a school setting and I will act at all times in accordance with the teacher expectations during the lesson.*
- *I will ensure that my conduct is compliant to the teacher's requests at all times and I understand that if I am non-compliant that I may be subject to sanctions as part of the school behaviour policy.*
- *I will be appropriately dressed.*
- *If my account is not working, for example I have problem accessing the school webmail or I get logged out and no solution can be found, I will not contact the teacher directly, but will contact the school administration office.*
- *I understand that if I feel unsafe at any time during the lesson, I must report this to the teacher immediately.*

### **Parental Responsibility**

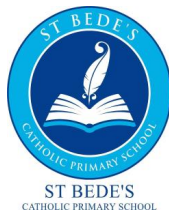
- *I will ensure that the device my child is using is safe and avoids disruption to the lesson through unsolicited pop-ups and exposure of any personal data. All notifications on the device will be turned off.*

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- *I will ensure that there are no other persons other than my child in the lesson, I understand that I must not join the session, unless I have been requested to do so in advance of the meeting, by the person delivering the session.*
- *I will ensure that the environment that my child is having the lesson is safe and that there is no risk to my child.*
- *I will ensure that my child has no means of having a conversation with external persons, other than the teacher or other participants in the lesson.*
- *I will ensure that my child will not be able to have a telephone conversation with another person or have access to social media platforms during the lesson.*
- *I will ensure my child does not record any part of the lesson.*
- *I understand that the expectations on my child's conduct are the same as if the lesson was taking place in a school setting and I will ensure that my child acts in accordance with the school behaviour policy and teacher expectations for the virtual lesson.*
- *When there is no-compliance or misconduct in a lesson by my child, I understand that my child may be subject to sanctions in accordance with the school behaviour policy.*
- *I will ensure that my child is appropriately dressed.*
- *If I have any concerns about any aspect of a lesson, I will contact the school directly to discuss it and not raise the issue during the lesson itself.*

### **Trouble Shooting**

If you have any problems accessing technology in order to support or access remote learning or encounter any issues with Google Classroom logins please contact the school administration office for advice. Should you require copies of work, paper or other stationery then once again please contact the school office and we will be able to prepare items ready for collection.

### **Telephone calls**

We know and understand how valuable phone calls to children were during the previous lockdown. As a result of this, class teachers will make fortnightly telephone calls to the children who have not been in school.

### **Numbers in schools**

Everyone has a duty to try to reduce the transmission of this virus and this can only be achieved if we only have pupils in school where absolutely necessary: where a child is vulnerable or where a key worker must be able to work to support the running of the country and fight the threat of this virus. We also have a duty to protect the staff in our school who are at work every day trying their best to help children and families. Please respect this. The pandemic is at a critical point and daily statistics tell the story. **The message remains that children should remain at home if they can.**

In closing, thank you for your continued support during these testing and challenging times. Please adhere to the guidelines so that together we can reduce the transmission of the virus and aim to have all of our children back in school as soon as it is safe to do so.

Kind regards,

Mrs M D Brown (Executive Headteacher) Mrs H Bennett and Miss R Ellis (Assistant Headteachers)

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