Thursday 7th January 2021

Dear Parents,

**Updated Remote Learning Letter**

Please find below details of the remote learning provision for pupils at Ratby Primary School to support pupils and families during the latest National Lockdown. There are a few changes from the previous letter sent in the Autumn Term to take account of the fact that we are in a full lockdown and having taken feedback from parents and staff.

As a school we will be using the following platforms over the coming weeks to support learning and facilitate communication between home and school.

EYFS

Year 1 to 6

Tasks set may take the form of pre-recorded videos, written tasks and physical activities. Teachers have been asked to plan activities that DO NOT require parents to have printing facilities wherever possible. This should mean that parents do not need to request paper packs. **Please only request a paperpack if your child does not have access to an electronic device. This can be done by phoning or emailing the office (office@ratby.bepschools.org).**



We will also provide daily live registration and feedback/catch up sessions to children. These will take the form of at least one short video call each day to have face to face time with pupils and are outlined in the timetable below. The live sessions will be via **Microsoft Teams**. An invite will be available each day in your child’s class team on Teams. Separate guidance on accessing these meetings will be sent out in the form of a guidance document attached with the email.

**Please ensure you have downloaded Microsoft Teams APP on the device you wish to use for remote learning.**

We are aware that the biggest issues with any form of live lessons is whether children will be able to have access to a device at that time if other siblings are also engaged in live lessons at our school or another school or parents require the device for their work. There is an expectation from the DfE that we do offer pupils this opportunity so we will do our very best to organise sessions in a way that works but this will not be easy, considering that some families have 3 or 4 children!

Rather than specify a particular session to join, we will offer 2/3 morning sessions and 2/3 afternoon sessions each day and children can join one morning and one afternoon session at a time that suits. The morning session will enable the teacher to talk through the tasks for the day and the afternoon session will provide an opportunity for children to share their work, ask questions and clarify misconceptions and teachers the opportunity to provide feedback and check children’s understanding of the work set that day. This will help to inform future lessons.

If you have not already logged on to Microsoft Teams using your child’s account, please do try to do this over the next few days in preparation for the live sessions. We know there will be a few teething issues to begin with so please bear with us!

The following guidelines cover our ideal expectations of what we’d like your child to do while learning remotely, and how we plan to support you and them.

* Children need to be ready to start at 8.45am and should be dressed appropriately for the day e.g. no pyjamas. Ideally they should be seated at a table with as few distractions as possible.
* Each day we would like your child to complete learning in:
	+ **Phonics (EYFS and KS1)**
	+ **English (there will be either a reading, writing, grammar or spellings focus)**
	+ **Maths**
	+ **Topic related lesson**
* Each week we will provide additional activities that can be completed such as
	+ **Spellings**
	+ **Times-tables**
	+ **Handwriting**
	+ **Joe Wicks workouts and REAL PE Sessions**
	+ **Oak Academy and BBC Bitesize lessons**
	+ **Well-Being Activities**
	+ **Children reading their own books**
	+ **Class novel or picture book being read by teacher**
* Lessons will be made available at 9am each morning on Seesaw or Tapestry.
* Any written work should be completed in the exercise book that has already been sent home with your child. Please ensure that the date is written clearly at the top of each piece of work.
* In order to complete activities children may need to have available a pencil, rubber, crayons, scissors and a glue stick.
* Teachers and Learning Assistants will respond to work between 9:00am and 4.00pm using the Seesaw or Tapestry app. Any work uploaded after 4.00pm will be responded to the following day. Please note that messages or work uploaded will not get an immediate response as all teachers will be in school teaching as well.

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| --- | --- |
| 9:00am to 9:45am | Virtual Register/Run through of the day and direction to activities on Show My Homework using Microsoft Teams – Please check on teams to see times of meetings |
| 9:00am  | Work for day is assigned on Seesaw / Tapestry |
| 9:00am to 3:00pm | Work to be completed throughout the day and uploaded to Show My Homework. Teachers and Teaching Assistants to respond to work. |
| 2:15pm to 3:00pm | Pre-Recorded Class Story or Live Class Story 2-3 times a weekFeedback Session and Celebration of work and achievements on Microsoft Teams |
| 4:00pm | Any work uploaded after this time will be responded to the following day. |

* It is important that your child engages with remote learning and if possible the regular face to face sessions provided by the school.
* If at any time you are having difficulty accessing the remote learning please contact the school.

**Devices for Home Learning**

You may have heard in the news this week that the DfE are providing laptops and tablets to schools to support remote education. We are waiting for further information from the DfE regarding the roll out of devices to support home learning and will be in touch with further details once we have these. In addition, a separate letter will be coming out shortly about support for internet access at home.

**Safeguarding**

Each week the teachers will make a log of which pupils are engaging with home learning via Seesaw/Tapestry and face to face sessions as part of our safeguarding duties. If we do not have any contact with your child, a member of staff will attempt to ring home and talk to yourself or your child each week. If we are not able to make any contact with a family after 2-3 attempts, we will need to refer this to Leicestershire’s Safeguarding Team.

**What can I do to help my child?**

Create a positive environment for your child to learn at home, for example:

* **Distinguish between weekdays and weekends**, to separate school life and home life
* **Designate a working space if possible**, and at the end of the day have a clear cut-off to signal school time is over
* **Create and stick to a routine**, as this is what your child is used to at school. For example, eat breakfast at the same time each morning and make sure they're dressed before starting the ‘school’ day
* **Stick a timetable up on the wall** so everyone knows what they should be doing when, and tick activities off throughout the day

**Make time for exercise and breaks** throughout the day to keep your child active

**What if my child is self-isolating because there has been a confirmed case within the family or with a close contact or they are ill?**

* In the event that your child has to self-isolate due to a family member or close contact having a confirmed case of coronavirus but the child is not displaying any symptoms, school will continue to provide learning via our online platforms
* If your child is unwell, please let the office know that they will not be completing work during the period of illness.

The vast majority of parents have already read and agreed to our [Remote Learning Agreement](https://www.ratbyprimary.co.uk/pupils/3879-2/) and had the opportunity to view our full [Remote Learning Policy](https://www.ratbyprimary.co.uk/pupils/3879-2/). If you have not already completed the agreement, I would be grateful if you could do this at the earliest opportunity. Please click on the link above.

Yours Sincerely,

**Mrs Jones**

Headteacher