



November 2020

Dear Parent/Carer,

This letter outlines our plans for remote education or 'home learning', should our children need to self-isolate for 10-14 days and/or in the event of a bubble or whole-school closure. It is our intention during the Autumn Term to ensure pupils and families are equipped in order to easily transition into home learning, if necessary, supported by all staff at Albert Primary.

Our Remote Learning Plan

Our remote learning plan has been made with all of our pupils and their families in mind and follows the CSC 'Guidance on Continuity of Learning during COVID-19' document (October 2020). We believe that this strategy will work best for the children at our school.

- Children should engage in their learning between the hours of 9am and 3pm (to mirror our current school day) with designated breaks built into this time.
- In order to provide an element of flexibility, teaching will use a variety of asynchronous (not live) techniques so that children can access learning when convenient. This will support families where only one device is available and will allow children to revisit the lesson to consolidate their learning.
- Recorded teacher input, should it be used, will be available via Hwb that your children will be familiar with, such as Google classroom, Flipgrid, Office 365 and other tools.
- Learning and teaching will include a blend of on-screen and off-screen activities. Hard copies of learning materials will be available in exceptional circumstances, where no other option is available.
- Children will receive feedback after each piece of relevant work. The feedback may be from the teacher / LSA, or as part of the peer and self-assessment process. Feedback can only be given when work is handed in by the completion deadline.

PPA

All staff will be allocated Wednesday afternoon for their Planning, Preparation and assessment time (PPA). This time is spent planning and preparing for the following weeks' work and assessing the work already completed. Therefore, although work/activities will be set for the children, the teachers will not be available to respond to queries/comments or questions from midday onwards.



'Helping us to help ourselves learn'

What you'll need at home

- For the resources/lessons available online, children will need a device that can access their Hwb account and the internet, such as a laptop, desktop computer, tablet or smartphone.
- Notebooks / resources can be sent home if required.
- Children will ideally require a quiet space where they can work without interruption.

If your child does not have any of the above hardware to access Hwb, it is imperative that you let us know as soon as possible so that we can help support you.

We are able to provide a small number of devices to children who have no access to online learning, but we would like to reassure parents/carers that we could provide printed resources where pupils don't have suitable online access.

What your child will need to do

It is important that your child engages with home learning and is available to communicate with their teacher during this period of time. They will need to access their Hwb accounts in order to receive the programme of work set by their teachers. Using *Google Classroom*, they can access learning activities/teaching guides and supportive resources as well as sending their completed work back to their teachers.

If your child is not engaging with their learning, school will attempt to communicate with them in order to provide them with additional support.

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.

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 enquiring what they have been learning about.



Our top tips:

- Encourage your child to be ready and keep to the routines communicated to them by their teachers wherever possible.
- There must be a distinction between weekdays and weekends. For the children's wellbeing, they must finish 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.
- Some children may find it beneficial to communicate with peers to further encourage, motivate and support them in their online learning.

Self-isolation

- If an individual child has to self-isolate, a programme of work will be available via their Hwb email account, providing activities relevant to their current studies in school.
- Where reasonably practicable, the teacher will make contact during the period of self-isolation.

Should you be notified by the school that your children needs to self-isolate the class teacher will communicate to them and aim to provide remote teaching and learning activities via Hwb email accounts/*Google Classroom* from the next working school day. Nursery staff will plan to send learning activities via parent's email contacts registered through ParentPay.

Please keep in touch with us if you're having any difficulties or have any questions regarding remote learning.

Thank you for your continued support.

Kind regards,

AJ Gilbert