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***“Children don’t care how much you know, until they know how much you care.”***

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Tuesday 5<sup>th</sup> January 2021

Dear Parents/Carers,

As you may be aware, schools are required to have a remote learning plan in place so that any child who cannot attend school because of COVID-19 does not miss out on their learning.

This letter explains our plans for remote learning for children who have to self-isolate, or where local or national restrictions mean that children need to stay at home.

### **Our remote learning plan**

Our remote learning plan has been made with our pupils and their families in mind. We believe that this strategy will work best for the children at our school.

Children will be provided with a suggested timetable for the week, which will give details of their lessons each day. The time spent learning at home will vary according to their age but will be no more than three hours per day.

We understand that parents/carers may have other commitments during the day, including their own work and/or other children at home, so the suggested timetable is flexible and can be adapted as needed.

Our remote learning can be accessed online using Microsoft Teams. This enables children to read and edit their work, to upload their finished work for marking and to communicate safely with the staff and pupils in their class.

On Teams, staff will arrange live meetings so that children at home can maintain social contact with their teachers and friends. Staff will also record teaching sessions for children to view and provide links to other pre-recorded lessons. It is important that children access these recordings to learn new content and to help them complete their tasks.

In addition, we can provide children with paper copies of their weekly work. Parents/ carers will need to contact the school office to arrange this. We encourage children to photograph their completed work and upload these images to Teams for marking, but understand that this is not always possible so parents can return paper packs of work to school.

School staff will maintain regular contact with children and families. Weekly phone calls will be made to provide both academic and emotional support, and we recognise that they may need to be more regular. Parents/carers are encouraged to contact school staff with any queries or concerns. Contact can also be made via Teams using the ‘chat’ function.

Children will receive weekly feedback on their work. When work is submitted on Teams, teachers can respond directly to each task so children can read their comments. If children are completing their work on paper, we ask that these packs are returned to school on a Friday when the new pack is collected. These will then be marked by teachers and feedback will be given via a phone call early in the following week. This phone call is likely to be made by a Teaching Assistant who will read comments written by the class teacher.

We have created our remote learning plan to meet the needs of our children and their families, as well as complying with the Department for Education's expectations. The DfE expects that school will plan a programme that is of equivalent length to the core teaching pupils would receive in school, ideally including daily contact with teachers. Teachers are working hard to plan and teach a sequenced, balanced curriculum. We understand that there are many factors making home learning tricky, particularly access to computers and printers. This is why we are happy to provide paper copies of work. We also have to adapt and change as we discover what is working well, and for this reason, we welcome feedback from parents/carers.

### **What you'll need at home**

In order to access remote learning and to learn effectively at home, children will need:

- Access to the internet, via a computer, laptop, tablet or smartphone
- A computer, laptop or tablet to complete tasks on Microsoft Teams
- A paper pack of work, along with a device to access the internet so they can watch the online learning videos before completing some of the work
- A pencil to write with
- Ideally a quiet place to complete their work, away from other distractions

If your child does not have any of the above, please let us know as soon as possible so that we can help support you.

### **What we expect from your child**

It is important that your child engages with their home learning, for their own knowledge and also for their well-being. To help with this, we recommend that where possible you try to keep to the suggested timetable.

If children are not engaging with the learning, we will increase contact via phone calls to offer support and guidance.

### **What you can do to help**

This situation is new to us all and we are working very hard on behalf of your children to continue their education under very difficult circumstances. 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 teach your child all day, and we wouldn't expect parents/carers to lead remote lessons in place of our teachers. This is why we are creating teaching videos for the classes. However, it would be helpful if you can take an active role in your child's learning by asking them about their work and what they've learned.

### **Our top tips**

- Try to encourage your child to be ready and dressed for the start of the school day, and to look together at the suggested timetable to plan their day's learning
- Distinguish between weekdays and weekends, and make it clear when the school day is over, to separate home and school life
- Don't forget playtime! Plan breaks and exercise into the day to help keep your child active.

Please do keep in touch with us and do let us know if you are having any difficulties with remote learning, or if you have any questions. We also welcome feedback about what is working well!

Thank you for your continued support. Please email us at [Homelearning.sch152@educ.somerset.gov.uk](mailto:Homelearning.sch152@educ.somerset.gov.uk) if you have any questions, and we will respond as soon as we can.

Yours faithfully,



Headteacher