

# Remote Learning Guide

## Swallowtails



Westbury-on-Severn  
CE Primary School

Dear Parents/Carers,

As we are currently in a period of lockdown, we are providing a daily remote-learning curriculum until your child returns to school. Using Google Classrooms, your child will access learning every day.

Through Zoom, we will have virtual meets allocated periodically throughout the week. There will be a morning act of collective worship each day commencing at 9:00am, which we expect your child to attend. You are welcome to attend worship with your child if you would like to. The teacher will have set activities linked to their specific curriculum and post these on Google Classroom.

Please ensure your child has access to their learning every school day between 9:00am and 3:00pm. (Please contact school if you are having difficulties with this.)

### **Daily Routine**

- A Daily act of collective worship will take place on Zoom every morning at 9am. Children are expected to attend, but parents and members of the household are welcome to join this time if they wish.
- The class teacher will set out the expectations for the day, including what lessons will be covered, and what your child needs to do to complete the work set.
- Work posted from staff will give suggested activities. Some learning may be shared from websites that school uses to reinforce the children's learning.
- Any live lessons will be sessions of approximately 20 minutes. Following on from this session, your child will be directed to activities they can complete.
- Work set each day will be expected to be completed by 3:00pm.
- The class may be split into smaller groups for some live sessions. This will help with discussions and will allow the teacher to deliver more personalised lessons.
- Children will be given work for Maths and English every day, with a combination of all other subjects over the course of the half term.



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## **Parents will:**

1. Sign the school's Remote Learning Consent form.
2. Ensure your child is logged on to Zoom for collective worship each morning. The link will be shared on Google Classroom.
3. Inform the office daily if your child is ill and not able to take part on remote learning.
4. Support taught sessions on Zoom if necessary. Whilst these are learning times for your child, please do listen to the lesson if you feel it will help you support your child with their tasks (if needed), but please do not join in with the class discussions unless invited to by the adult leading the lesson.
5. Support your child whilst they complete the tasks set on Google Classroom (only if needed - in school we encourage our children to be independent learners, and whilst we offer support, we do not complete tasks for them).
6. Support your child to post work and/or comments of their completed work on Google Classroom.
7. Use the class email if you are unsure or have any questions, but bear in mind the class teacher will be busy teaching your child and those who may be in school and may not be able to respond straight away. Parents please do not post messages or questions on Google Classroom as this is a learning tool and for your child.
8. Please be mindful of the class teacher's working hours. Messages via class email between 8:00am and 4:00pm will be responded to at a suitable time, however questions and posts outside of these hours may not be responded to by the class teacher until the following day. If you have a query that needs an immediate response, please contact the school office on 01452 760303. However, you may need to be patient when waiting for a reply from the teacher.



### **The teachers will:**

1. Provide a daily or weekly educational timetable.
2. Provide help and support if and when required.
3. The time frame for children to submit work is between 9:00am and 3:00pm, Monday to Friday. The teacher will mark your child's work, along with the Teaching Partners for your class.
4. Provide feedback and assessment on selected pieces of your child's work.
5. The teachers will be monitoring all communication and activity. Teachers will enforce the strict pupil guidelines, blocking students if necessary.
6. Contact parents/carers, if children are absent for worship at 9:00am, or no work has been submitted within the school day, unless the school has been informed of a valid reason in the morning.



## **Google Classroom/Zoom Guidelines**

1. Log in details must not be shared with any other member of the family or friends, other than parents.
2. Please ensure you supervise your child when they are accessing the internet to complete a directed task.
3. Please use Google Classroom to communicate school work only.
4. Children should be dressed appropriately when taking part in online sessions, and in a quiet space in the house for the online sessions (not their bedroom) Rules for Zoom will be shared on Google Classroom and discussed before sessions start.
5. When uploading videos / pictures of children's work, make sure that only your child is in the video / picture.
6. Please do not let other children use the Google Classroom account that is registered for your child.
7. Please communicate on Google Classroom using language that would be suitable in the classroom. We ask that you do not use 'slang' language.
8. A high standard of behaviour is expected at all times. All students are expected to be polite and respectful to students and teachers. House points will continue to be used to reward good behaviour. We will continue to remind children of our expectations if needed.

