



Seagrave Village Primary School

Green Lane, Seagrave, Loughborough, Leicestershire, LE12 7LU
Telephone: 01509 812486, E-mail: office@seagrave.bepschools.org



BRADGATE
Education Partnership

10th November 2020

Dear Parents/Carers,

RE: Remote Home Learning

It remains very important for our children to attend school, to support their wellbeing and education and help working parents and guardians. Senior clinicians still advise that school is the best place for children to be, and so they should continue to come during the National Lockdown. At Seagrave Primary School we have implemented a range of protective measures to make our children safe. However, we also need to be mindful that positive cases are rising and there may be a time that your child's bubble will have to access our remote learning provision. This letter provides useful information about our remote learning provision.

When will my child need to learn from home?

- If there is a confirmed case of coronavirus in your child's bubble and we have been advised to **close the bubble** for a period of 14 days
- If there's a **local lockdown** and the school is advised to partially close
- If we have to close due to no availability of staff, (We will try our best to mitigate this!)

What is my child expected to do?



We will continue to use teams to share the daily learning, during all of the above scenarios and will provide work in a variety of ways. Please ensure you have logged onto teams. If you are having difficulty contact the school office – 01508 812486 or email your child's class teacher (email address are below)

This may take the form of pre-recorded videos, worksheets and physical activities.

We will also provide daily live catch-up and feedback 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. Times will be sent at the point of closure so that we can work around siblings, drop off and collection times. The live sessions will be via Microsoft teams, you will be sent an invitation to these sessions.

Please ensure you have downloaded Microsoft Teams APP on the device you wish to use for remote learning. (This is the same APP we used for parents' evening)

The following guidelines cover our ideal expectations of what we would 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 9am 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 **English, maths and topic**. This will be made available at 9am each morning on teams.
- Parents will be able to send pupils' work to the class email addresses –
 - Class1@seagravevps.org
 - Class2@seagravevps.org
 - Class3@seagravevps.org



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o EYFS@seagravevps.org

- Any written work should be completed in the exercise book that will be 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 will need to have available a pencil, rubber, crayons, scissors and a glue stick.
- Teachers and Learning Assistants will respond to work between 9am and 4.30pm using pupil emails. Any work uploaded after 4.30pm will be responded to the following day.

Example of possible timings – This will vary depending on the number of classes closed – your child’s teacher will advise you of these at the first live session.

Time	Activity
9.00am (This meeting is likely to be at different times to help with siblings, drop off and collection)	Virtual Register/run through of the day and direction to activities on Microsoft Teams.
9.00am	Work for the day is assigned on teams.
9.00am – 3.00pm	Work to be completed throughout the day and uploaded to class emails. Teachers and Teaching Assistants to respond to work.
3.00pm (This meeting is likely to be at different times to help with siblings, drop off and collection)	Live Class story and/or celebration of work and achievements. (On selected days) or Pre-recorded class story.
4.30pm	Any work uploaded after this time will be responded to the following day.

- It is important that your child engages with remote learning and the regular face to face sessions provided by the school.
- If children are logged as absent during the daily register this will be referred to our school admin staff and followed up with a phone call.
- In the case that children don’t engage with the learning set on teams the teacher will phone home and offer support with the aim of finding a solution.
- If at any time you are having difficulty accessing the remote learning please contact the school.

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 are 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.



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

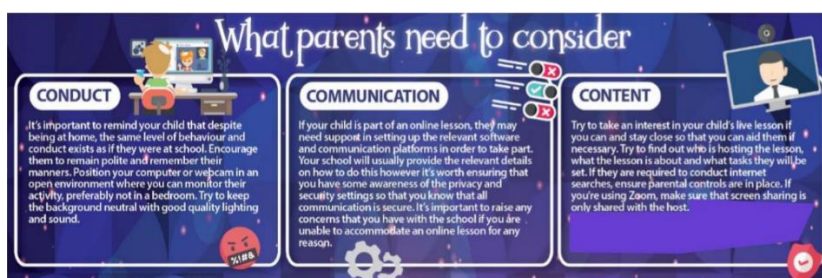
In the event that your child has to self-isolate due to a family member or close contact having a confirmed case of coronavirus but the child is not displaying any symptoms. The school will continue to provide learning via teams, our website or a paper based pack and this will come in the form of an **isolation pack**. This will be assigned on the first day of isolation and has work to last for the first 5 days, then a second pack will be sent for the remainder of the isolation period. Once again, feedback will be provided by the class teacher or learning assistant. Please be aware that in this instance class teachers and learning assistants will still be in the classroom teaching so feedback on work may take longer. Packs can be downloaded from the virtual learning section of our website.

HOME SCHOOL ONLINE MEETING AGREEMENT

By joining our Live Sessions with your child's class teacher, you are agreeing to these terms and are confirming that you have discussed them with your child.

- Our class teacher will hold the meeting with a neutral background.
- There will be another adult from school in the meeting and the meeting will be recorded for safeguarding purposes.
- Our class teacher will send an invitation via teams for each live session.
- Your child will be muted upon entering the meeting. Children should not unmute themselves. Our class teacher will unmute the children when this is necessary.
- Children must behave appropriately at all times during the meeting.
- Children must not type in the 'chat box' or use the 'symbols' unless asked to do so by the class teacher.
- Children must use appropriate language at all times. Behaviour expectations are the same as those in the classroom – remember to be respectful and polite.
- Please ensure that your child's handle/name is appropriate.
- We would request that adults are not present on the screen during the meeting, along with siblings or any further distractions on the screen or in the background.
- Children should not take part in the meeting in a bedroom.
- Please ensure that a neutral background is used for your child's meeting.

Please see below some guidance from 'National Online Safety' regarding participation in live lessons.





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What next?

If we have to close a bubble we will contact parents as soon as possible, we will then switch to remote learning for all children in that bubble – the first day will be used to ensure everybody can access and to give you time at home to arrange childcare/work etc.

If your child is unwell at any time during the period of remote learning please let us know via the class email. We would ask that children rest and recuperate before resuming remote learning.

Please be aware that by joining our Live Sessions with your child's class teacher you are agreeing to the terms and are confirming that you have discussed them with your child.

Yours sincerely,

Kate Litchfield

Head Teacher