



### Processes for supporting home learning

We hope this document helps you and your child negotiate how remote learning for the whole school lockdown will work.

All attachments are on the child's class page. They will be identified with the word **quarantine** in front of the content of the attachment e.g. **quarantine decimal or will be clearly identifiable**.

It is crucial that children continue their learning during this period.

Each morning the **office** will send a zoom invite to each child to access a meeting with their class teachers at **an allocated time**. This will enable siblings to be able to access their year group meetings.

#### **Daily zoom times.**

**Reception and Year 1: 9.00am-9.30am**

**Year 2 and Year 3: 10:30am – 11:15am**

**Year 4 and 5: 9:45am – 10:30am**

**Year 6 : 9.00am - 9.45am**

**Keystage one staff (Reception, Year 1 and 2) will deliver a phonic session daily in the afternoon and this will be shared with you via the class teacher.**

The class teachers and TAs will take a register of children attending the zoom. All children will access the zoom together regardless of whether they are in school or at home.

Weekly timetables will be uploaded to the school website every Monday at approximately 8:30 am. The White Rose Maths and some Science materials will be sent to classes via email. All other resources will be on the class page on the school website.

Any child who does not attend the zoom will be phoned by the class Teaching Assistant to ascertain issues which have arisen to present being present at the meeting or how school may support with any questions and concerns.

During this session, the teacher will outline the format of the day and share any aspects they feel important to support Maths, English and afternoon tasks for up to an hour.

At lunchtime, the children will upload the Maths and English completed to their year group email for the teacher to mark. e.g [year5@horwichparish.net](mailto:year5@horwichparish.net) , [year6@horwichparish.net](mailto:year6@horwichparish.net), [year2@horwichparish.net](mailto:year2@horwichparish.net)

This can be completed via a Word document or taking a photograph of the children's work.

The teachers will feedback to the children the following morning by addressing the main misconceptions from reviewing work uploaded which will be recorded in the teacher's workbooks.

A weekly worship on Monday and Friday will be able to be accessed on the school website. Paper copies will not be provided as children are either completing on paper or on a word document.

**If you have any questions or concerns, you can contact the teacher via your year group email.**

### **Remote learning Etiquette at home**

To ensure that all staff and children are safeguarded when using Zoom, we ask that the following guidance is followed which is available on the schools' website as we want your child's learning to continue during the time they are not attending school.

By accepting the invitation, the parents are agreeing to the following terms of use:

- That they (the parent/guardian) are acting as the responsible adult for the duration of the meeting
- That they (the parent/guardian) are giving consent for their child to participate in the meeting
- An adult must be present with the child at all times
- Parents must NOT share the invitation/password for each meeting with anybody else
- Computers need to be on 5 to 10 minutes before the session starts, when users should be able to enter the virtual waiting room. (Once the session has started it will be locked to minimise the chance of uninvited persons joining the meeting.)
- All participants (staff, parents and children) must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and where possible be against a neutral background. Please try and place the device where the child will be visible on the screen. Laptops or iPads are better for the screen size.
- Language must be appropriate, including any family members in the background.
- Please keep background noise to a minimum.
- When signing in to the session, please include your child's first initial and surname so that staff know that they are admitting appropriate people. (If just the name of a phone or PC is displayed, staff will not permit entry.)
- Teachers will use the mute button at various points during the session to ensure that all users can hear one person at a time.
- Teachers will disable the private messaging facility
- Children are asked to raise their hand if they would like to speak. The teacher will then

un-mute them enabling them to speak to the group

- Sessions will not be recorded
- Parents MUST NOT take screen shots during the session
- In the unfortunate event of the meeting being hacked and inappropriate material being shared, all users should end the meeting immediately.