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Dr Ralf Müller  
Headteacher

8th January 2021

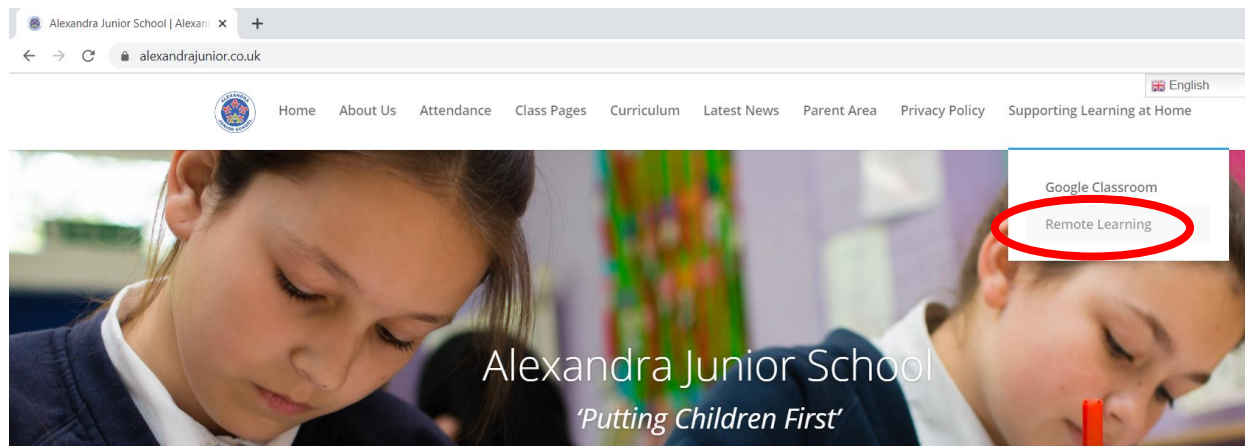
Dear Parents and Carers,

Thank you for your patience and the support you have already provided this week as we have been preparing to support our home learners for the next few weeks ahead. The message from the government is clear that children at home are to be well supported and we are excited to be able to provide a strong home learning approach for the members of our school community.

We are proud and happy about being able to exceed the national expectation with the systems we have already been able to develop over the last half term in **Google Classroom**. Everyone is still learning rapidly how to make the most of the digital teaching tools so let's continue to help each other in and out of school to make it truly outstanding for our children.

#### Alexandra Junior School Remote Learning

- Beginning on **Monday 11<sup>th</sup> January**, all learning will be directed via google classroom.
- Every **Friday** a time table for the week ahead will be put on the website under **supporting learning at home - click remote learning**. You will also get this time table by **email**.





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- Home learners will follow a timetable of activities beginning at 9am until 3pm and **all pupils are expected to participate** fully in the whole school day.
- Each year group will have access to at least **one live lesson per day**, and at least two opportunities for live **teacher 'drop-ins'**. There will be **registration** at the start of morning and afternoon sessions, this is to maintain a familiar school structure alongside providing time for vital social interaction and connection with their class.
- The **live teacher drop-ins** will be an opportunity for your child to ask for extra guidance on their work or the teacher may invite your child to a session to deliver specific feedback.
- All **links to live elements** will be posted on to google classroom.
- Please telephone the school office by 9.30am and notify us if your **child is ill** and unable to attend their remote learning for the day.
- Key worker children in school will access the same provision as the children working from home, under the supervision of the teaching assistant within their class.

#### Live lesson expectations

- Child's study place for live sessions to be in as quiet a place as possible.
- Cameras and microphones will be on unless directed by the teacher.
- Follow the 3 bs rules online with the same high level of expectation as in the classroom
  - Be ready
  - Be respectful
  - Be safe



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- Children who are having difficulty following the rules may be removed by the teacher to the waiting room and given a few minutes time to think about improving their behaviour on return to the main lesson. Parents or carers will be contacted after the lesson to discuss how to help your child to improve and manage their behaviour in online learning time.
- Live lessons will be recorded and posted for access at any time after the lesson, this is to provide further support to go back and revisit the instructions and guidance from the teacher. (Children's video windows will not be in the recording – just the teacher as presenter, sometimes the audio of the discussion and questions taking place may be recorded).
- Parents and carers to keep regular safety checks of online behaviour and access.

Home learning (remote) during this lockdown will have more structure and will be teacher led, as the majority of our children are at home. We have planned for this to support you at home as much as possible too. Our teachers will teach – your role is to encourage your child to be ready, to take part and to celebrate their hard work. We recommend that you follow the structure of the school day (timetable provided), with breaks and lunch. This routine will help children to maintain normality and healthy working from home habits.

### **Online devices**

To participate in an online lesson, children will need access to a device with internet access as the online lessons will be taking place on 'Zoom' (we recommend that this is a tablet, laptop or mobile phone) We will be in touch with individual families next week and we will be able to loan laptops to families who need this support.

### **Timetable Design – on and off screen – learning and social – equipment packs**

The timetable has been devised to ensure there is a mixture of activities that are not all on screen for the whole day. Every child has been provided with a pack of physical equipment to complete independent tasks away from the online device. The pack consists of exercise books for maths and writing, measuring equipment, writing and drawing equipment and a whiteboard and pen. School staff have already been busy



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delivering the main packs out this week, if you haven't received it, then you may have not been in and missed the package – please would you contact the school office.

### **School Meals**

Any children who are learning from home and who are entitled to a free school meal, so far will be provided with a food voucher as in the previous lockdown. If this changes we will let you know as soon as possible.

All children attending the in school provision will have the option of a hot lunch or sandwich. Paid as normal via parent pay or via free school meal entitlement. Or families may still choose to provide their own packed lunch.

### **Key Workers**

By now, you should have contacted the school to inform us that you wish to access our key worker provision. Please remember that key workers are those listed only by the government guidelines ([gov.uk critical worker link](https://www.gov.uk/critical-worker-link)). Please be reminded that as we are currently in a state of national lockdown, the safest place for your child to be is at home. Despite knowing the difficulties of working from home, we would encourage parents to keep their child at home wherever possible.

Thank you again for your continued support and please keep in touch if you have any questions,

Yours sincerely,

Dr Müller