

20.3.20

Dear Parent/Carers,

Supporting your Child at Home Using Resources Posted on 'Google Classroom' and Making Use of the Photocopied Materials and Published Booklets in the Pupil Pack

From Monday, most of the children at St Mary's will be at home and will be learning with their parent/carer. We are very keen that we support parents to maintain the progress that their children have been making this year. With this in mind, we are using **Google Classroom** to post lesson plans and to give children and parents what will be an increasing number of videos, including assemblies and lesson inputs. We have also given a **pupil pack** to each child which includes **photocopied activities** that are age-appropriate and linked to the topics that the children do when at school; some **published booklets** in the pack further support with this. What we would like to do now is to clarify some matters relating to the resources that we are sharing so that parents can make the best of what is of course not an ideal situation.

Remote learning through Google Classroom (a type of 'digital classroom')


All families should now have their login details for Google Classroom and should be able to access it. A 'digital classroom' for each yeargroup has been created so that pupils who are not in school are still able to access lesson plans, videos and other resources which their teachers continue to plan and produce for them. There are two main areas of 'Google Classroom':

- **The class 'Stream' tab at the top** (not Stream as in *ability* stream; stream as in 'Section') - this is a place for the class teachers and school staff to sometimes post learning challenges, messages and announcements. This is a communal school space for general whole-school school activities/items: here you can (amongst other things) watch and join in with our assemblies, take part in exercise challenges, be set projects, celebrate weekly achievements and enjoy whole school events.
- **The 'Classwork' tab** - it is easiest to think of this as a virtual *classroom* where you will find your lesson plans. Here you can access the presentations which teachers had planned to deliver on the whiteboard at school. Instead, you will have the same presentation to view at home. Where possible, we will film teachers in the classroom (or elsewhere) delivering parts of lessons for you to use as a guide at home. There is a 'class drive folder' within this section which we may use at some stage in the future once everyone has become more familiar with this new style of learning.

As different 'stream' group teachers at St Mary's prepare slightly different tasks to support and challenge their groups' needs and abilities, you may notice that some lesson plans within the 'classwork' tab are named 'purple' or 'blue'. This is to ensure that the learning your child accesses at home is matched to the same criteria as it would be in their groups at school. The table at the end of this letter will help you to identify whether you should access the purple or blue lessons for your child. Please do ask us if you are unsure about this.

How to get on to 'Google Classroom' (the virtual classroom):

You will need a device that is connected to the Internet, a username, password and class code. Please contact the school office if you do not have these. Google Classroom is a safe learning platform which can be accessed by going to classroom.google.com. Whilst it runs best in the Google Chrome browser, you may encounter problems if your browser has remembered another account (such as Gmail) which has previously signed in and you may notice error messages saying that you do not have access or should request access. To overcome this problem, clear the cookies in Chrome by following these steps:

1. On your computer, open Chrome.
2. At the top right, click More  > Settings.
3. Under "Privacy and security," click Site settings.
4. Click Cookies > See all cookies and site data > Remove all.
5. Confirm by clicking Clear all.

In the large majority of cases, this will solve access problems!

Which colour literacy and maths lesson plans to access in the 'Classwork' section

| Y1 | |
|------------------------------------|--------|
| Maths & Literacy Stream Teacher | Colour |
| Mr Silva & Ms Mekerri | Purple |
| Mr Ali & Mrs Thompson/Mrs Goulding | Blue |

| Y2 | |
|---------------------------------|--------|
| Maths & Literacy Stream Teacher | Colour |
| Ms Gerald & Mrs Satari | Blue |
| Ms Simpson & Ms Williams | Purple |

| Y3 | |
|---------------------------------|--------|
| Maths & Literacy Stream Teacher | Colour |
| Mr Hill & Mr Damilura | Blue |
| Ms Gleasure & Ms Jackson | Purple |

| Y4 | |
|------------------------------------|--------|
| Maths & Literacy Stream Teacher | Colour |
| Ms Hayworth & Mr Lovelock | Blue |
| Mr Sands & Mrs Bamgboye/Mrs Jarvis | Purple |

| Y5 | |
|---------------------------------|--------|
| Maths & Literacy Stream Teacher | Colour |
| Miss Asare & Mrs Buckley | Blue |
| Mrs Crawford & Mr Wyatt | Purple |

| Y6 | |
|---------------------------------|--------|
| Maths & Literacy Stream Teacher | Colour |
| Mr Pitchford & Mr Banks | Blue |
| Ms Nehaar & Ms Ford | Purple |

Weekly Class Timetable

Within the 'classwork' tab on the Google Classroom, you will also find a '**Weekly Class Timetable**'. The timetable is the same one that the children are used to at school in their yeargroup, and many parents have asked us to share this so that the children can work to a similar timetable at home, mirroring the normal school day; we think that this is a really good idea as it will be reassuring for the children to follow the same structure as they do at school.

What We Would Like You to Do on a Daily Basis at Home

If you are following our school timetable you will do the following:

- Start the day with the video assembly that is posted in the Stream section of the Google Classroom – find the date for the latest assembly and enjoy! It will include a song, discussion, reflection and a closing prayer. There will be three assemblies posted for the week. Later in the summer term there may be one for each day.
- Look at the class timetable and see what lessons are due that day.
- Go to the lesson plans for the individual lessons on the Classwork tab – they will be labelled by date and for literacy, reading and maths will say if they are for the blue or the purple group.

- Teach the lesson to your child using the lesson plan and ask the children to complete the task in their text book that they have been given. Check that they are being successful with their work and give them some feedback about how they are doing.
- Then do the same for the other lessons that day, ensuring that you stop for break and lunch!
- The 'topic' lessons vary in content – sometimes they are art or DT based, and sometimes history or geography based.
- In addition, or instead of the above, if parents do not feel confident yet about delivering the proposed lesson plan with their child, there is the option instead of using some of the huge number of activities that we photocopied for you in all subjects, or the published booklets that we purchased for you. These photocopied activities and booklets are not specifically linked to the lesson plans in the 'Classwork' section, but will help to consolidate knowledge and skills.
- The reading books that the children have taken home are to encourage their love of reading, so please make sure that the children read frequently, both out loud and to themselves. Reading to your child is a fantastic way of developing vocabulary and a love of reading so please do plenty of that too, regardless of the age of your child!

General Points

- We are at the beginning of a journey with this home learning, and seek feedback about how it is going. We appreciate that this will not be easy for many parents and we are seeking to help you as the weeks and months pass. Once this new system has had a few days or weeks to bed in we will be able to refine it and introduce lots of new and exciting elements – this will include lots of video clips of lessons and assemblies. So, the content we are posting will grow very quickly and we hope that this further supports parents in helping their children.
- The expectation is that parents are 'marking' the children's work at this stage and giving them feedback.
- The small number of children that are attending school from Monday will be using the plans on the Google Classroom for the most part so that what they are doing is synchronising with the children at home.
- Please make sure that your children remain active! The best way of doing this indoors will be through dance or aerobic-style activity, and we will be looking to post lots of videos that encourage this.
- We hope very soon to introduce an audio commentary facility to the lesson plans with a teacher talking them through as you look at them so that the parent is better placed to 'teach' the lesson to their child.
- In some of the lesson plans, it talks about a 'model'; this is where the teacher normally demonstrates the learning. The 'Task' section is the part where the child practises these new skills, usually in their books. A Learning Intention (LI) is what you want the child to learn in the session, and the Success Criteria (SC) is what they need to be able to do to achieve the learning intention.

- Every day, there will be a senior member of staff in the main office ready to assist parents calling in with any queries regarding home learning, whether it is a technical issue with the technology, or perhaps a question about a particular aspect of the learning for that day. The teacher will be very happy to help you so do please call in if you need help.
- We will contact you soon about how we will make use of other valuable home learning services such as Education City and My Maths at a later date.
- Weekly school newsletters will continue.

We hope that next week goes well at home, and look forward to some feedback in terms of how it has gone with your child. I do advise that you try to follow the suggested timetable for each day, though understand if you would like to vary it according to your own particular circumstances.

Wishing you a lovely weekend.

Best wishes,

Mr O'Brien

HT