

29<sup>th</sup> January 2021

Dear Parents and Carers,

As part of our remote learning offer, we are going to offer 'Live Lessons'. Our aim is that all children have at least one live session per week with their teacher. We believe that the combination of recorded and live lessons will best meet the needs of the children.

Each lesson will be between **20-30 minutes** and consist of a short maths activity, and a whole class reading session. There will also be an opportunity to provide support for any difficulties with previous work completed and/or provide next steps in their learning.

A timetable has been placed on Google Classroom. On the day of the lesson, the children will be provided with a link to the lesson via Google Meet alongside the relevant resources they need for the lesson. This will be placed in classwork under the Live lesson topic at 9:30 am. All lessons will start at 10:00 am. You will be notified if there are any last minute changes. Please remind your child to read through all resources (e.g. the extract from the story and questions) provided before the lesson begins.

The children should ensure they join the lesson on time and have the necessary resources ready to use for the lesson (i.e. paper, pen or pencil or Google assignment opened). They should be present throughout the whole session.

In order to ensure that the lessons are accessed safely and mitigate against any misuse, we ask that you follow the measures below:

- Make sure that any device that is being used is in an appropriate place. For example, not in bedrooms; and against a neutral background if possible.
- Children must wear appropriate clothing; as should any family members in the house who might be seen in the background.
- All language must be appropriate both verbally and in the chat; including any family member in the background.
- Please do not take photos of the computer screen while the lesson is taking place.

We will ensure that the live lesson link will be confidential and sent to invitees only. A minimum of two school staff will be in the live lesson and a 'waiting room' feature will be used to allow for a controlled admittance of pupils by the teacher when they are ready to begin the lesson.

During the lesson children must make sure that their **microphone is muted**. If a child would like to make a comment or ask a question during the lesson, then they will need to put their hand up and the teacher will ask them to un-mute at an appropriate time. They may also use the chat tool if there are issues with your microphone.

Please do not hesitate to email us if you have any questions or concerns.

Thank you for your continued support during these challenging times.

Kind regards,

Jovan Anderson and John Cloherty

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