

29th January 2021

Dear Parents and Carers,

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

The lessons will last for around **25-30 minutes** and will enable teachers to teach the children new learning or support any difficulties with work completed and/or provide next steps in their learning.

The children will receive information about the day and time via Google Classroom.

On the day of the lesson, they will be provided with a link through their Google Classroom to the meeting that they will need to join at 9.30 am.

The children will have to be punctual and join the lesson on time. They will have to make sure they have everything ready (paper, pen or pencil or Google assignment opened). They should be able to be focused and 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; including any family member in the background.
- Please do not take photos of the computer screen while the lesson is taking place.

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.

Please do not hesitate to email us, if you would like to discuss this further.

Thank you for your continued support during these challenging times.

Kind regards,

Year 6 Team

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