



Wednesday 6th January 2021

Dear Parent/Carer,

Unfortunately we find ourselves in national lockdown again. As a school, we will be using Google Classroom to post a range of video recordings and slideshows made by our teachers to engage and support your child to continue their learning every weekday. We hope that with video tutorials created by our teachers, and teachers available all day 9am-4pm to answer any questions or queries your child has over the classroom, your child will be able to work more independently and relieve some pressure from you as a parent. Alongside this, we will also be using Google Meet once a week to hold a class meeting so that the children can communicate with their peers and teacher, share news and stories about their week and ask their teacher any queries they may have about the week ahead. This will take place on the same day and at the same time each week, starting from next Monday 11th January.

Google Meet is a secure application similar to Zoom and Facetime that enables users to join a video call and chat to others. Your child's class teacher will set up the meeting and a link will be sent to your child via the Google Classroom. Your child clicks on the link and then they will be able to join the meeting. We have taken steps to ensure that this is a secure platform and only those that receive the link to the meet will be able to join. Most laptops and phones have built in cameras and microphones that are suitable to use for this, however if you do not have access to a camera or microphone on your device, your child will still be able to join the call and see others/listen in.

Some guidance to ensure that students can safely attend the Google Meets each week:

- *All children should be appropriately dressed for the call - i.e. no pyjamas or nightwear, appropriate clothing that would be acceptable to wear to a school non-uniform day.
- *All children should try to attend the Meet in a quiet environment so that background noise does not interfere.
- *All children should keep their microphones on mute until they wish to speak to avoid interrupting the conversation with noises accidentally. Teachers will show children how to do this if they are unsure at the start of the first meeting.
- *All children should use appropriate language and comments when joining in on the meeting as they would do in school.

All of the guidance above will be posted onto the Google Classroom for your children to read through if they are at an age and ability that they are able to - we would ask that you share it with them if they are not. Younger children can be supported by parents to attend the session.



We hope that this will be a weekly event that the children can look forward to and will enable them to still feel part of their class during this time.

Kind Regards,

A handwritten signature in black ink, appearing to read 'E. Vickers', with a stylized flourish at the end.

Miss E Vickers
Assistant Headteacher Upper Key Stage Two