



Bassingham Primary School
Remote Learning Update

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Dear Parents/Carers,

Behind the scenes we have been working hard to develop our online capabilities in order to deliver effective Remote Learning. Every pupil at Bassingham Primary School now has access to Microsoft Teams via their Office 365 account. This software will allow teachers to deliver 'live lessons' to their classes. Please find your child's login details **attached to this letter**. This information is presented in the following order - first name, last name, username, password, email address. To access your child's Office 365 account, please find 'A Guide to Accessing Microsoft Teams' sent via Txt Round.

As already mentioned in previous communication, we have a clear structure in place for Remote Learning at Bassingham Primary School. This is outlined below:

Scenario 1 - an individual is self-isolating awaiting the outcome of a test for themselves or a member of their household. This is likely to be a short-term absence (12 – 48 hours) where the outcome of a test for a pupil/household member is being established. In this scenario, work will be available via the following platforms - Education City, Times Tables Rock Stars and Bug Club.

Scenario 2 - an individual is self-isolating as a result of a positive test outcome for themselves, a close contact or a member of their household. This is likely to be a longer-term absence (10 days) where pupils are self-isolating. In this scenario, work will be available as follows:

- Work will be sent home via email on a daily or weekly basis to the parent email address on record
- Emails will be sent directly by the class teacher
- Work will consist of high-quality video lessons, worksheets and online learning platforms
- This work will cover Maths, Reading, Writing and Topic learning
- Education City, Times Tables Rock Stars and Bug Club will also remain available

Scenario 3 - a class bubble is self-isolating as a result of a positive test within their year group or the whole school is closed as a result of government guidance. This is likely to be a longer-term absence for the class bubble (10 days) where pupils are self-isolating due to a positive test within their year group. It could also be a longer time period due to school being closed as a result of government guidance. In this scenario, work will be available as follows:

- Teachers will schedule daily 'live lessons' via Microsoft Teams
- Work will be set to cover a minimum of 3 hours learning time per day
- Teaching will include a combination of teacher input, pre-recorded videos and independent tasks
- A timetable of learning will be shared with parents/carers and pupils
- Work will consist of Maths, Reading, Writing and Topic activities
- Pupil books and resources will be sent home to support the recording of work during Remote Learning

We won't be providing a full school day of online 'live lessons' or activities as this will be unmanageable for the majority of families – not to mention keeping children at a screen for far too long. We hope to offer a variety of daily online and offline learning activities across the curriculum so that pupils can dip in and out and work their way through things as and when they are able.



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Find us on 
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Microsoft Teams

To ensure we are fully prepared for **Scenario 3**, Microsoft Teams will provide a central point for parents/carers and children to access their learning. Activities will be organised into clearly labelled folders and will be straight forward to navigate. It also has a chat facility so that pupils and teachers can keep in contact and discuss their learning with each other. The following video guide is a useful tool for parents/carers as to how Microsoft Teams will work from a pupil perspective - https://www.youtube.com/watch?v=r_T3D8SF37g

Online Safety

In order to make our Remote Learning offer as safe and productive as possible, we need both parents/carers and pupils to adhere to the following guidelines when using Microsoft Teams.

Children will:

- Be assured that wellbeing is at the forefront of our thoughts and the need for children to take regular breaks
- Be given additional time to complete a task if devices are being shared within a family
- Only send messages and queries that are in relation to tasks set by the teacher
- Follow the normal school rules during Remote Learning lessons

Parents will:

- Ensure their child, and everyone in the household, are appropriately dressed (school uniform not compulsory)
- Set up online accounts/learning platforms in advance to ensure children have access to Remote Learning
- Encourage their child to access and engage with tasks set by the class teacher and support where required
- Refrain from recording, screenshotting or copying any information, messages or posts
- Know they can continue to contact their class teacher as normal through relevant email addresses
- Check their child has completed work each day and encourage the progress that is being made
- Be mindful of mental well-being and encourage their child to take regular breaks
- Parents/carers, and any other persons present, must not use inappropriate language
- Find a quiet, private room/area to access Remote Learning
- Use a neutral or blurred background (where possible)

As with any implementation of new technology, there is always an associated learning-curve for both pupils and staff. We intend to continually review our approach to Remote Learning to ensure it is as beneficial as possible to the children at Bassingham Primary School. Please report any safeguarding concerns during Remote Learning to enquiries@bassinghamschool.org and these will be immediately dealt with by the Designated Safeguarding Lead (DSL).

If you need any help accessing Microsoft Teams, or if your child has forgotten their login details, please contact enquiries@bassinghamschool.org If you have issues accessing the relevant technology (computer, laptop, internet, tablet etc.) then please contact the school office and we will make the necessary arrangements to ensure your child/children can access Remote Learning.

Yours sincerely,

Mr S. Betts
Headteacher



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