

Dear Parents,

I cannot believe that we are back in the same position as we were in March, with staff and children engaging in remote learning and school open solely for children deemed vulnerable or children of Key Workers. I know that it is not ideal and remote learning is stressful for staff, parents and pupils but the safety of everyone and defeating this pandemic is now the priority.

Staff have been working tirelessly this week preparing remote online learning tasks and creating home learning packs for the children. I know that it is difficult to home school your child, especially if you have several children of different ages, have limited devices and are maybe working from home yourself. Staff will be working extra hard over the next few weeks to provide differentiated learning activities so that your child's education does not suffer. It is essential that every child engages in the remote learning set by the class teacher during this current lockdown.

Remote Learning

It is essential that you check that you and your child can log into the following:

1. **SeeSaw**- This will be the main channel for the school to send you home information and keep you updated. It will also be the main means for you to communicate with the class teacher and for the class teacher to communicate and support you and your child. Work will be sent home to children in P1, P2 and LSC's using the SeeSaw app. All pupils will have received a QR class code and QR family code. It is important that you have downloaded both of these.
2. **Microsoft Teams** - This is applicable to children in P3-P7. You will have received log in details to enable your child to access Microsoft Teams. As well as the staff setting work, your child will be able to upload work to their teacher and will be able to join in class chat/activities.
3. **Bug Club** -This is applicable to children in P1-P4. This online programme will give your child access to a wide range of books to read in the event of a lockdown. The class teacher will assign your child a level and give them access to a wide range of books. Your child has been given a password. We would ask parents to ensure their child can log on.
4. **Myon**- This is applicable to P1-P7. Like Bug Club this programme gives your child access to a wide variety of online books both fiction and non fiction. This is particularly useful for those children who are avid readers and will be unable to access books in the Accelerated Reading library.

If your child does not remember their C2k password they can reset it at this link.

<https://services.c2kni.net/ums/>

Guidelines for parents

1. **Plans-** Parents will receive a weekly overview each Monday and children will receive a daily plan containing activities to be completed each day. Literacy and Numeracy activities must be completed daily.
2. **Routine-** It is essential to establish a routine with your child from the outset. They should have a set time for going to bed and rising in the morning. They should log in daily and

complete their work sitting at a table in a quiet room, with set times for break and lunch. If you establish a routine from the outset, home learning will be much easier to manage.

3. Parental engagement-

- Younger children will require parental support to enable the children to complete the reading, oral, practical and written tasks set.
- Older children- whilst the older children will have more independence, parents are also asked to engage with their child and to oversee and check their work, ensuring that it is completed carefully and to the best of their ability.
- Parents are asked to mark the work before uploading it to the teacher (staff may include answers for parents via SeeSaw or in the home learning pack). Children will be able to upload their completed work remotely through Seesaw or Microsoft Teams. This is the evidence that a child has engaged in work and also enables the teacher to see if your child is managing and progressing with the work provided.
- The class teacher will review your child's work and provide feedback.

4. Curriculum- The work sent home in the week beginning the 11th January will be revision work, consolidating work completed during term 1. From the week beginning 18th January, work will continue to be consolidated but staff will also begin to introduce new topics and concepts. Staff have devised learning videos which demonstrate and teach these new concepts. **It is essential that your child watches these and keeps up with the work sent home or your child will very quickly fall behind their peers.**

5. Department of Education- Schools have been instructed by the Department of Education to monitor and keep a record of pupil online engagement. Children who do not engage in work, according to the DE guidelines, must be recorded as absent. Therefore, it is essential that work is sent to the class teacher, as this is evidence of engagement.

6. Flexibility- We are realistic and do understand that there is the need for flexibility. We appreciate that there may be times when work cannot be completed on the day it was set. This could be due to problems with devices or internet access or family commitments etc. We are sympathetic and if work is not completed on the day it was set, it can be completed the following day.

7. Queries- It is important that you contact the class teacher via SeeSaw, if you have any queries regarding learning set.

8. Expectations- Staff are working from 9.00 until 3.30 daily and they will be available to answer any queries during this time. If you send a message after 3.30, the teacher will reply the following day. Staff will also be working on a rota basis, supervising the children of Key Workers. They will not be available to answer any queries until after 2.00 on the day that they are supervising or planning.

9. Counselling Service- I have arranged for our school counsellor, Tommy Mc Keever, to be available to talk to parents of pupils who may be struggling each Tuesday from 12.00-1.00. He can be contacted on 07590084951.

We do realise that this is a very difficult and stressful time for staff, parents and pupils. If anyone, at any stage, needs support, advice or just wants to talk, please do not hesitate to contact me. I am available in school each day and can be contacted on 02890616465 or can be contacted anytime on fionaboyd66@hotmail.com. I am here to support parents and pupils academically but just as importantly, personally and emotionally during this worrying time.

We are a family in Holy Trinity and I know that we will support each other and get through this together. There is a better, brighter and safer future ahead.

Take care everyone and stay safe.

Mrs F Boyd

