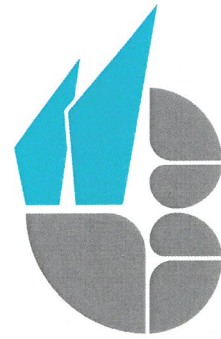


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Monday 26 October 2020

Dear Parent

## **Remote Learning**

Your child's education remains our top priority, including when they have been asked to self-isolate due to coronavirus. I am writing to inform you of the measures put in place to support students during this time.

The school is using the online platform Microsoft Teams for remote learning. This can be accessed on a variety of devices, including laptops, desktops, tablets and phones.

Students who are self-isolating will follow their normal timetable unless advised otherwise. They should check to see what lessons they have at the beginning of the day, before logging onto Teams using their school email address.

Once logged on to Teams, your child will have access to their classes, represented by different 'teams'. Staff will have uploaded the resources for each lesson to the relevant class. These may include PowerPoints with key instructions and content and any worksheets needed. There may also be instructions to access other subject specific portals, for example, Oak Learning or MyMaths. Worksheets can be edited live through Teams, preventing the need to have word, publisher or PowerPoint on your home device.

Completed work can be submitted and marked through Teams, ensuring teachers are able to continue to monitor your child's progress and offer guidance on how to improve the work where appropriate. Your child will also be able to contact their teachers through Teams, should they have any questions or need any further support with the work set.

Please be assured that all communication in Teams is monitored and any inappropriate use of the portal will be reported.

For further guidance on how to access and use Teams, please see the enclosed Microsoft Teams Guide for Students.

We are aware that there are some students who do not have access to the internet or devices at home. All students have completed a survey to highlight where this is the case. These identified students will receive paper pack resources for their timetabled lessons if they are self-isolating.

Homework will continue to be set through Go4Schools.

If you have any queries regarding remote learning, please do not hesitate to contact the school through your child's Head of Year.

Thank you for your continued support.

Yours faithfully

A handwritten signature in black ink, appearing to read 'D. McMillan', with a long horizontal flourish extending to the right.

Mrs D. McMillan

Assistant Principal for Teaching and Learning

Enclosed:

- Microsoft Teams Guide for Students