



Slade Primary School

The Slade, Tonbridge, TN9 1HR

01732 350354 office@slade.kent.sch.uk www.slade@kent.sch.uk @sladeprimarysch

Dear Parents and Carers

I am writing to you today to provide further information regarding our plans for remote learning.

As I outlined in my previous letter, moving forward we will be using Microsoft Teams as a tool for delivering learning remotely. This letter serves to provide further details of our remote learning offer and how you and your child can access Teams.

The latest government guidance issued by the DfE states that all schools should have provision in place in order that:

“Where a class, group or small number of pupils need to self-isolate, or there are local restrictions requiring pupils to remain at home, we expect schools to have the capacity to offer immediate remote education. Schools are expected to consider how to continue to improve the quality of their existing offer and have a strong contingency plan in place for remote education provision by the end of September.”

We believe that the changes that we have made through the introduction of Microsoft Teams will allow us to meet the criteria outlined in the guidance whilst also enabling us to respond positively to the feedback provided by both parents and staff alike in our survey.

From the start of this week, if your child is unable to attend school due to Covid-19 then we will be using Microsoft Teams to:

- *set assignments so that pupils have meaningful and ambitious work each day in a number of different subjects; *if your child is absent because your child is shielding and the remainder of their class is in school then the work will be set by Mrs Stephens in communication with your child’s class teacher; if your child’s bubble is closed or we have a school closure due to local lockdown then the assignments will be set by the class teacher*
- *provide frequent, clear explanations of new content, delivered by a teacher in the school or through high-quality curriculum resources or videos; we will be using Oak Academy curriculum videos and resources whilst individual children remain absent from school*
- *gauge how well pupils are progressing through the curriculum, using questions and other suitable tasks and set a clear expectation on how regularly teachers will check work: pupils’ work can be shared directly and privately with the class teacher where it will be checked on a daily basis**
- *enable teachers to adjust the pace or difficulty of what is being taught in response to questions or assessments, including, where necessary, revising material or simplifying explanations to ensure pupils’ understanding; feedback will be provided on the completion of assignments by pupils; this communication will only be between the child and the teacher**
- *plan a programme that is of equivalent length to the core teaching pupils would receive in school, ideally including daily contact with teachers: when a bubble is closed all children will then be expected to attend a daily online virtual registration with the class teacher first thing every morning where the expectations and learning for the day would be outlined and discussed*

Moving forward, if your child is self-isolating or needing to shield please inform Mrs Stephens directly at her email address sstephens@slade.kent.sch.uk to ensure that they are added to a home learning group on Teams. This is in addition to notifying the school office regarding your child’s absence.





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From today we will also be using Microsoft Teams for the sharing of spellings and all other homework for your child. This will enable you and your child to become familiar with the site in preparation for if and when it will need to be used more regularly.

Access to your Microsoft Teams is through the Slade School SharePoint Portal, which can be found at <https://sladeschool.sharepoint.com/>. From the home page of the portal there is access to the Teams Learning Environment and into the year group sites. Access and log-in details for the portal are attached with this letter for your guidance. The same log in details remain in use for all pupils as they have previously been using.

You will soon receive two Acceptable Use Policies via Arbor; a Learner's Acceptable Use Policy and a Parent/Carer's Acceptable Use Policy. These set out our school's expectations for how technology, including Microsoft Teams, should be used whether on site or when accessing remote learning at home. We would ask that you share the Learner's Acceptable Use Policy with your child and talk through how they can stay safe online. Their teacher will be doing the same in class over the next few weeks. Please also read the Parent/Carer's Acceptable Use Policy so that you are clear about how you can support your child to stay safe online.

Thank you in advance for your patience and understanding as we all adjust to this new way of working. If you have any queries about your child's online learning then please do contact your child's class teacher using the class email address in the first instance.

Kind regards,

Karen Slade.

