

Dear Parents and Carers

With the likelihood of a bubble closing ever present, we have been reviewing our home learning offer and have made some significant changes to what we are going to provide. Although Class Dojo was a great starting point for home learning during the summer term, we recognise the limitations in this app so will be switching our home learning offer to Google Classrooms. **The following letter explains what you can expect, if we were to close a Bubble at Raysfield, we are doing everything we can to make sure this does not happen.**

Every child in the school will be provided with their own secure Office 365 logon which will give them access to Google Classrooms. Your child will be able to logon to Google Classrooms and access daily lessons and follow-up work.

The logon will be sent to your child via Class Dojo. Your child's class teacher knows if you are not signed up to Class Dojo, and they will ensure your child receives their own secure Office 365 logon.

Will it work?

In order to test whether this system will work for remote learning, a test activity will be posted on Friday 2nd October. Please do logon by Friday 9th October so we can check that it is working, and resolve any potential problems.

What will learning look like?

We recognise that home learning looks different for every family. We still maintain a 'Do what you can' approach and have therefore tried to make the daily schedule as flexible as possible so that you can organise your own day.

Pre-recorded Lessons

Most lessons will be recorded by the class teacher and uploaded to Google Classroom. You will be able to access these lessons at your convenience throughout the day.

Live Lessons:

We will be doing some 'live lessons' which will provide children with a chance to interact with their teacher and their peers. This will be the only lesson which will have a set time. **PLEASE NOTE: We are waiting for our IT department to set up Google meets for this service, until this point it will not be available.**

	Platform	Lesson
Daily Welcome	Class Dojo	The class teacher will record a video at the start of each day on Class Dojo explaining what the learning is for the day
Maths & English	Google Classroom	A maths and an English lesson will be uploaded daily. This will include a recorded video of the class teacher teaching the lesson and then a follow up activity. The follow up activity will be matched to your child's ability. Maths and English videos are recorded so that you can watch at your own convenience.
Big Maths	Google Classroom	A Big Maths video will be recorded at the start of the week and questions provided daily
Project Based Learning	Google Meets	This will be a live call where children can interact with each other. This lesson will happen daily (at a time communicated to you by the teacher on Class Dojo)

Phonics	Google Classroom	Recorded phonics lessons will be provided daily for children from Reception – year 2 and for any children still working on the phonics programme.
Reading & Times Tables	Times table challenges will be set up on TT Rockstars Please encourage children to read daily and continue to read to your children. We will also provide stories via Class Dojo. If your child is on the reading spine, they can access Big Cat books online. Class teachers will post the access on dojo.	

If the class teacher is ill with Covid, the above offer may be subject to change.

How can I communicate with the class teacher?

Class Dojo

You can continue to communicate with the class teacher via Class Dojo. This will be a private message between you and the class teacher.

Google Classrooms

On the ASSIGNMENT page there is also a place for children to comment about the work – this is a public comment for the whole class to see. There is also a place for children to send private messages to the class teacher. The STREAM tab of Google Classrooms, has a place for teachers to make public comments which pupils can also respond to / comment on.

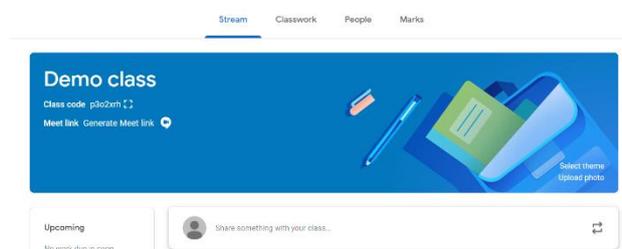
How to access Google Classroom

You will need to sign into Google classroom using your child's personal Raysfield email account.

1. Go to the website: https://edu.google.com/products/classroom/?modal_active=none
2. Open 'Go to classroom'
3. Input your child's email address (letters&numbers @Raysfield.org.uk)
4. Input your child's login (NumberSurnameFirstinitial @sgcyp.org.uk)
5. Input your child's password – the password is the **first 3 letters of your child's first name** (e.g. Jake = jak)
6. You will now be taken to the home page
7. To join your child's class, you will need to enter the class code. Click on the + in the top right hand corner and enter the code which the teacher will put onto class dojo

Where can I find the lessons and follow up activities?

Once you are logged into Google Classrooms, you can click on your child's class which will take you to the class home page.



STREAM

This is the 'social hub' of Google Classroom. This is where you will see new announcements and work set. Children can ask questions in the **share something** toolbar

CLASSWORK

This is where teachers will post the daily lessons. If you go to a lesson, there is an option for your child to make 'class comments' and 'private comments' about the learning.

Please watch the following clip below which explains some of the ways to use Google Classroom

<https://www.youtube.com/watch?v=lgS-hoSljnw>

How can my child complete the work and then hand it in to the class teacher?

It is easy to share your work with the class teacher through Google Classroom. Once you have opened the follow up work, your child should be able to write directly onto the word document. If not click in the taskbar above to 'open in **'open with google docs'**. Once children have completed the work, they can hand it in by clicking on the **turn in** button in the top right hand corner of the page.

Once a piece of work is 'turned in' it cannot be edited.

If your child is unable to complete the work online, they can complete a paper copy, take a photograph of their work and upload it to Class Dojo Portfolio.

How can I join the live lessons with the teacher? (COMING SOON)

We will be using Google Meet to stream a live lesson.

- The class teacher will post a Google Meet **Link** onto the STREAM page of Google Classroom
- Click on the link
- Turn off your mic and click join now

Children will not be able to join the meeting until the teacher has logged on.

We are very aware that some of you may not have access to a device (tablet / laptop / phone) in order to complete or read the set work. We are seeking alternative ways of providing work for you, and looking at the possibility of how we can access devices in order to loan these to families who will need them. During the summer period, the government advertised that devices had been provided to the Local Authority, but these were prioritised firstly to Year 10 students for GCSE assignments. Going forward, we are hopeful devices will be accessible for primary school aged children, but we are yet to see whether this is available.

Many thanks – Team Raysfield.