

# Cheapside CofE Primary School

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Headteacher: Mrs Kate Searle



Wednesday 6<sup>th</sup> January 2021

Dear Parents/Carers

We are writing to advise you of our Remote Learning plans for Lockdown.

We will endeavour to keep all processes straightforward this week and moving forward as it is a new way of learning for everyone – staff, pupils and parents/carers alike.

We know from the previous Lockdown that ways of working have to adapt as school and families learn together.

Remote Learning will begin on Teams tomorrow morning at 9am for all classes.

All teachers will be hosting a start of the day meeting at 9am every morning. In this meeting the timetable of the day will be outlined and it will be an opportunity to check-in with pupils.

We are aiming to follow the usual daily timetable for the class wherever possible. There will be a daily morning teaching session delivered using Teams, for English, Maths and Phonics (Key Stage 1). These will either be live or pre-recorded sessions. All live sessions will also be recorded for pupils to use at a different time of the day if needs be.

Work for the topic-based subjects may include a teaching session or research-based task. These will be set for the afternoons and could comprise one or two sessions.

On a Friday afternoon, Mrs Higgins will be offering an on-line PE lesson for all children starting next Friday.

When not directly involved in teaching, teachers will be on-line so pupils can ask questions about their work using the chat facility on Teams – this may also be a group of invited pupils in a small group.

**Plastic wallets containing whiteboards, pens, class readers and exercise books will be put together for collection on Friday this week. Details will follow for collection to allow us to maintain social distancing.**

Daily work will be shared in assignments on Teams by 8am that day. Teachers will let children know in the morning when that work has to be submitted.

There will be a check-out session at the end of the school day, again on Teams. On a Friday, this will be our whole Celebration Assembly led by Mrs Searle and supported by Mrs Roberts. This will begin next week.

Marking/feedback on work submitted might be individual, whole-class or self-marking under the direction of the teacher. Much of it will be verbal. We place great value on the efficacy of verbal feedback in the moment as this can have the greatest impact in a child's learning.

In all subjects there may be times when you are signposted to other websites.

If there is a concern around the level of engagement of a pupil we will contact you individually to see what support we can offer. Likewise, please do contact us if you or your children are struggling.

We will still be able to offer some Nurture Support for those children who both school and home agree would benefit from it.

Teachers will be available on Teams at various points between 9 and 3.15pm for children. Should you wish to contact them as a parent/carer, class email addresses will be available between 9am and 5pm. Please be mindful however, that you may not get a reply within 24 hours as this new way of delivering teaching is extremely time-consuming. If you need an urgent response, please either email the school or SLT or phone the school.

Please note that on a Friday, the office phone will not be manned after 3.15pm.

We would like to bring to your attention the following extract from our Parental Agreement for On-Line Learning sessions.

- 2. Meeting links are for the purposes of joining the session your child has been invited to. It is not permitted to share these details. Please do not share them in any group, such as 'Whatsapp' or post comments about the delivery of online sessions. If the information is shared, your child might not be allowed to attend further sessions.**

We understand the challenges of Remote Teaching and Learning whilst also working yourselves. We appreciate your patience as we come to terms with this new mode of teaching and thank you for your continued support in these challenging times.

**Yours sincerely**

**Senior Leadership Team**

**Key Email Addresses:**

Office (for general enquiries only):  
[cheapsidecofe@rbwm.org.uk](mailto:cheapsidecofe@rbwm.org.uk)

SLT (Senior Leadership Team):  
[SLT@cheapsideschool.org.uk](mailto:SLT@cheapsideschool.org.uk)

Wrens (Reception Class):  
[wrenclass@cheapsideschool.org.uk](mailto:wrenclass@cheapsideschool.org.uk)

Robins (Year 1 Class):  
[robinclass@cheapsideschool.org.uk](mailto:robinclass@cheapsideschool.org.uk)

Doves (Year 2 Class):  
[doveclass@cheapsideschool.org.uk](mailto:doveclass@cheapsideschool.org.uk)

Nightingales (Year 3 Class):  
[nightingaleclass@cheapsideschool.org.uk](mailto:nightingaleclass@cheapsideschool.org.uk)

Kingfishers (Year 4 Class):  
[kingfisherclass@cheapsideschool.org.uk](mailto:kingfisherclass@cheapsideschool.org.uk)

Kestrels (Year 5 Class):  
[kestrelclass@cheapsideschool.org.uk](mailto:kestrelclass@cheapsideschool.org.uk)

Owls (Year 6 Class):  
[owlclass@cheapsideschool.org.uk](mailto:owlclass@cheapsideschool.org.uk)