



WADDINGTON REDWOOD

A PRIORY ACADEMY

8th January 2020

Dear Parent/Carer,

I hope this letter finds you and your family well and I am writing to explain our plans for remote learning for children who have to either stay at home due to national restrictions or to self-isolate. Please read this letter carefully as it contains vital information.

Firstly, well done to all our home learners this week. We have been working hard to sort out your IT issues and to make sure that everyone has access to a remote device. If your child is not able to access their learning due to restrictions to the number of devices in your household or if he/she only has a phone as an access point, please get in touch with us as we have a small number of iPads and laptops available for loan.

In September, we developed our Remote Learning Plan based on feedback from parents/carers, children and staff. The difference between now and the last lockdown is that the government expects schools to provide remote learning that is as close to in-school provision as possible so that coronavirus does not have a lasting impact on your child's education. This is why children are getting a similar amount of work to what they would have in school.

I understand that each family has their own unique challenges and let me reassure you that we are here to help.

If you need to contact us, please e-mail your child's class teacher or the school office at enquiries@redwood.lincs.sch.uk

Our Remote Learning Plan

Below is an outline of the strategy that we believe will work best for the children in our school.

- Work set will be equivalent length to the core teaching that your children would have received in school. For KS1, this is a minimum of 3 hours per day and for EYFS it is less. For KS2, this is a minimum of 4 hours per day.
- Teachers have set timetables for weekly lessons; this can be used if your child needs structure to their day. For some of you, the timetable will not be appropriate either because you are teaching a number of children or because you are working from home, and have organised a different schedule.
- As per our policy, all learning will be recorded so that it can be accessed at any time. There will be no live lessons, although teachers will upload welcome videos at the start of each day and read a story to children at the end of the day.
- Learning assignments will be set at 8.30am and will be due in at 9am on the **following** day. This gives everyone some flexibility. **We do ask that children complete their English and Maths assignments every day as a priority.**
- Teachers and teaching assistants will monitor and provide feedback to children on Microsoft Teams between the hours of 9am and 3pm Monday to Thursday and on Friday mornings. On a Friday afternoon

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Waddington Redwood Primary Academy is part of The Priory Federation of Academies Trust. For further information please contact The Priory Federation of Academies Trust, Cross O'Cliff Hill, Lincoln LN5 8PW **Telephone:** 01522 889977
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from 12 noon, teachers will have planning and preparation time and will not be available. However, Teams will be monitored by other teaching staff.

What you will need at home

- Children will need access to the internet. This could be a laptop, computer, tablet, Xbox or PlayStation. A phone is not a suitable device unless it has a large screen.
- All the resources that children need are online and we will make sure that these are in an editable form. However, we have recognised that children would be better prepared for lessons if they had their Power Maths practice book, some reading material and a jotter. Next week, parents/carers can collect packs for your child from school. **There is a timetable at the end of this letter which indicates when you can pick up your packs.** Please do not arrive before your allotted time slot and please stand in a socially distanced manner outside the school gates – we will come to you with the packs (If it is raining we will make alternative arrangements). If you cannot make your slot, please drop us an e-mail and we can look at an alternative time and date. At the same time, we ask that **you return reading books** so that these can go out to other children. If you are looking for additional high quality reading materials online, please register on the following website. It is free to access -<https://www.oxfordowl.co.uk/for-home/find-a-book/library-page/>
- Children will need a quiet space to work and as our children are so young, many will need adult supervision or support.
- Children will need basic materials: pens, pencils, ruler and paper.

If your child does not have any of the above, please let us know as soon as possible so that we can support you.

What we expect from your child

It is important that your child engages with home learning and that he/she completes their daily assignments. **We expect to have contact with your child via Microsoft Teams every day.** If your child is not accessing assignments, you can expect a courtesy call or in some cases, a home visit to find out how we can provide assistance.

What you can do to help

We appreciate the challenge that this national situation brings you. We kindly ask for your support so that we can continue to provide a high quality education for your child during this time.

Younger children in particular may need support in accessing online materials and staying focused with their remote learning. We ask that you help them as much as you can.

At the same time, we do not expect you to watch over your child all day, and we would not expect parents/carers to replace our teachers. But, it would be really helpful if you can take an active role in your child's learning by asking them about their day and what they have learned.

Our top tips:

- Try to encourage your child to be ready and dressed for the start of the school day, and to keep to their timetable or routine that you have set out.
- Distinguish between weekdays and weekends, and make it clear when the school day is over, to separate home and school life.

- Plan breaks and exercise into the day to help keep your child active.

Your feedback is always welcome when given in a polite and courteous manner to staff. Please remember that we have a task of remotely educating over 200 pupils. This is unprecedented in our lifetime and staff are working long hours to ensure that Redwood children receive a first class education.

Please keep in touch with us and do let us know if you are having any difficulties, or if you have any questions.

Thank you for your continued support

Yours sincerely,



Mrs F Kent
Headteacher

Timetable for picking up learning packs

| Day | Class | Time |
|----------------------------------|---------------------------|----------------|
| Monday 11 th January | Reception surnames A-G | 9.30-10.00am |
| | Reception Surnames H- M | 10.15- 10.45am |
| | Reception Surnames N- Z | 11.00-11.30am |
| Monday 11 th January | Year 1 and 2 surnames A-G | 1.00-1.30pm |
| | Year 1 and 2 surnames H-M | 1.45-2.15pm |
| | Year 1 and 2 surnames N-Z | 2.30 -3pm |
| Tuesday 14 th January | Year 3 and 4 surnames A-G | 9.30-10.00am |
| | Year 3 and 4 surnames H-M | 10.15- 10.45am |
| | Year 3 and 4 surnames N-Z | 11.00-11.30am |
| Tuesday 14 th January | Year 5 and 6 surnames A-G | 1.00-1.30pm |
| | Year 5 and 6 surnames H-M | 1.45-2.15pm |
| | Year 5 and 6 surnames N-Z | 2.30 -3pm |