

7th January 2020

Dear parents/carers

Remote Learning – Parent/Child Expectations

At Ravenfield Primary Academy, we are passionate about your child receiving world-class learning throughout the current Covid-19 crisis to ensure they keep learning and always being the best they can be.

Therefore, during school closures or when needing to self-isolate, your child will be attending lessons online with their teacher on Microsoft Teams. In these lessons we will have the same high expectations that we have of them in school. This document sets out our expectations of your child and what we need you to help us with for this process run smoothly. For our younger pupils, we would ask that parents help their children understand what they need to do to make the session work well.

- Depending on your device, you might need to download the Teams App before the first session – if you are in doubt contact the technical support email (ma-ict@maltbyacademy.com) if needed
- Test the device before the lesson. Check that the equipment that your child will be using is ready for the live lesson. Make sure that sound is working on the device that your child will be using.
- Pupils should attend every live lesson if at all possible. There will be a timetable set each week which teachers will send out through Purple Mash email – this will contain a link to the live lesson. Lesson materials and links will also be shared through Purple Mash.
- At the start of the session the device camera must be off, and the microphone muted when your child logs on – their username should, if at all possible, reflect your child's name. This is for safeguarding reasons and to ensure the lesson runs as smoothly as possible; It makes sure no background noise impacts on the learning.
- Children should not have a profile picture on their account. Again, this is for safeguarding reasons.



- You may need to assist your child during the session with the equipment, particularly helping them mute/unmute or turn the camera on/off if needed.
- Please make sure that your child understands/has read any instructions sent by the teacher before the lesson so that they have everything they need with them.
- The live lesson will probably link into your child's learning for the rest of the day – this will need to be submitted via Purple Mash or sent through Purple Mash email. Teachers will give clear instructions about how they want work to be submitted.
- All children are expected to engage with lessons as outstanding learners. They are expected to complete their learning with 100% effort, showing the strong learning behaviours we expect in school and following the instructions as well as they possibly can.
- Children should only use the chat facility if they have a question for the teacher.
- Teachers will be following the normal in-school behaviour system.
- All absences will be recorded, and you will be contacted if your child does not attend sessions for two consecutive days.

We will be doing our best to put live lessons at different times so if you have several children with limited devices, they will all be able to access them – we understand that this will not always be possible and are exploring ways to record sessions and make them available afterwards – we will let you know when we are able to offer this.

Please remember to be kind. Making racist, homophobic, sexist or any other discriminatory or offensive comments will be followed up in accordance with the Academy's behaviour policy.





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Ask your child to remember our learning behaviours! These are more important now than ever as they engage in remote learning.

Again, we thank you for ensuring your child engages with remote learning – as always if there are any technical issues please contact support@2simple.com for Purple Mash issues, or ma-ict@maltbyacademy.com for any other technology issues.

Take care and stay safe and please get in touch with any problems, remember you are not alone we are here to support you.

Caroline Coates

Principal

