



**Bagshot School,  
School Lane,  
Bagshot,  
Surrey. GU19 5BP.**

Telephone: 01276 473385  
Fax: 01276 451759  
e-mail: [info@bagshot.surrey.sch.uk](mailto:info@bagshot.surrey.sch.uk)  
website: [www.bagshot.surrey.sch.uk](http://www.bagshot.surrey.sch.uk)  
twitter: @BagshotInfant  
Headteacher: Miss K Aldred

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Dear Parents and Carers,

Over the past few months, we have been reviewing our remote learning offer, in the event that our school, a class or an individual should need to isolate away from school due to COVID-19.

As a consequence of that review we have now moved to the government recommended platform, *Google Classroom*. We will now use the platform for our normal home learning activities and in the event of a child or whole class needing to isolate or a National Lockdown, we will use the platform to set work and receive it back from you.

The very young age of our children will always necessitate a degree of supervision, both in completing the work set but also in any use of a platform. There are very many learning platforms available now, but we feel that Google Classroom, on balance meets the needs of our school community the best.

We hope you will join us in embracing this new platform as we sincerely believe it will ensure a smooth transition, to remote learning for you and your children, should it become necessary.

We recognise that the vast majority of you have access to the required technology at home but for some of you that might not be possible. If you have any barriers to using this new platform please do not hesitate to get in touch with us, we will endeavour to help and support you in any way we can.

We have outlined below the key features of Google Classroom for you.

### ***What is Goggle Classroom?***

Google Classroom is a free Google App that simplifies creating, distributing and assessing learning in a paperless and remote way. Teachers will use Google Classroom to create a virtual classroom to be able to distribute learning between teachers and children. Teachers can use it to communicate with the whole class, facilitate conversations, give feedback on work and upload a range of learning.

Google Classroom can be accessed from any device connected to the internet - laptops, desktop computers, chrome books, tablets or mobile phones. If accessing Google classroom from a mobile device, you will need to download the appropriate Google Apps to make best use of the shared resources. The most useful Google apps are: Classroom, Calendar, Meet, Docs and Drive.

### ***What is G Suite for Education?***

G Suite for Education is a set of Google apps: Docs, Sheets, Slides, Drive, Classroom, Calendar. G Suite for Education tools are: free, ad-free, reliable and secure. You will find your child's personal email account below.

### ***What to expect from us***

#### **Remote learning**

If you your child is isolating, awaiting a COVID-19 test outcome for themselves or a member of their household they will initially be set work to cover a 48hr period. (The typical turn around period for a test.) Should the test outcome be positive your child and any other members of their class that need to isolate will be set work daily thereafter, as outlined below;

Each day teachers will set three pieces of remote learning:

**Reception** – English, Maths and Topic

**Year 1** – English, Maths and Topic.

**Year 2** – English, Maths and Topic.

New learning activities will be assigned daily, by 9.00 am.

All work submitted, before 3.00pm will be marked and returned on the same day wherever we are able.

Work will be marked and if appropriate commented on.

We expect children to read daily, either using Reading Eggs or a book from home. This should be recorded in your child's reading diary in the usual way.

We will respond to conversations on the Classroom front page as soon as we are able, but in most cases within 24hrs.

We will hold a *check in* via Google Meet for the whole class each week. This is similar to a zoom session, where we can see each other face to face. We will check in with all those present to discuss any issues and check all is well. We expect you to join your child for these sessions.

Should the class teacher be unwell and isolating due to COVID-19 and unable to attend the Google Meet we will endeavour to hold this session with a senior leader or year group colleague.

We understand it is not always possible for families to attend these sessions live, so these 'Meets' will be recorded and saved so they can be watched later, should your family be unable to attend.

When children return to school, following any period of isolation, learning that was set, to be completed at home will be revisited and consolidated to ensure no gaps remain.

### ***Additional Learning Activities***

We understand that all children and families work at different speeds and have differing capacity to complete work at home.

For those families that would like additional activities we will:

Provide a two-week activity sheet, within Google Classroom, for you to pick and choose activities from to complete as 'extra work' in addition to the three daily tasks set. There is no obligation to complete this work but it is available for those parents that wish to use it.

We will also provide you with a list of educational websites to help support learning at home.

### **Home learning (Normal Homework)**

Within Google Classroom, on the *front page* the normal home learning activity sheet will be pinned to the top. This will be updated every half term.

As we ask you to do now, we ask that you complete **one** piece of home learning each week and return it the class teacher. This will now be via Google Classroom, not the class email accounts.

Work will be marked, commented on if appropriate and returned within a week of submission.

Home learning will be celebrated in school and children will be rewarded with Dojo points.

In Year 1 we will trial setting spelling homework via Google Classroom.

There will be a blank practise sheet for parents to print if you wish.

## ***What we expect of parents and children***

### **Remote learning**

We expect all parents to complete the three assigned pieces of work each day, with their child and submit them back to teachers, via google classroom.

We would like all families to attend at least one *Google Meet* a week

To contact your class teacher or if more appropriate, a senior leader, if you are unsure of anything or need assistance in accessing remote learning.

In order to safeguard our children and staff we ask that you do not share any work, videos or links with people from outside our school.

### **Home learning**

We expect one piece of home learning to be completed and submitted every week.

### ***Suggested Remote learning schedule.***

Getting the right balance is important, especially for our very young children.

We do not expect you and your child to be sat down all day doing planned activities or learning. Each family and child are different with differing needs, what works for one family might not necessarily work for others. It is important stick to a routine so that the children know what is being expected of them. Short manageable chunks are always best.

By breaking up the day with fun motivating activities, this should help motivate, engage, and keep children focused.

We have outlined a suggested timeline for the day below.

<b>7.30</b>	Get up, have breakfast, get washed and dressed.
<b>8.15</b>	Cosmic yoga/exercise/fresh air
<b>9.00</b>	Phonics
<b>9.30</b>	Movement break/ mindfulness activity
<b>9.45</b>	Reading for pleasure (read a favourite book)
<b>10.00</b>	Maths
<b>10.30</b>	Mid-morning snack/drink
<b>10.45</b>	Reading Eggs
<b>11.00</b>	English
<b>12.00</b>	Lunch
<b>1.00</b>	Exercise time
<b>1.30</b>	Spelling practise
<b>2.00</b>	Play with your toys
<b>2.30</b>	Topic activity
<b>3.00</b>	Read your reading book
<b>3.15</b>	Free time

### ***What happens next?***

#### **What we will do**

We will shortly send your child home with their new google classroom email address and password. (PLEASE KEEP THIS SAFE!)

We will also send you details of how to access Google Classroom.

Home learning will be set, on google classroom for the term ahead.

#### **What you need to do**

Login to G Suite

Have a look around the virtual classroom and get familiar with the Apps.

Look at the home learning and start submitting each week.

Communicate with your class teacher if you have any questions.

Inform us if you have any barriers to using Google Classroom so we can support you to overcome them.

Please do not hesitate to get in touch if you have any questions.

Kind regards

Miss K Aldred

Headteacher