



HEATH FIELDS PRIMARY SCHOOL

Inspire Achieve Celebrate

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Headteacher Mr Mark Whyman

22nd January 2021

Changes to the structure of face to face teaching in school and remote learning

Dear parents,

I hope that you and your family are well and you are continuing to manage in this difficult time. After a few weeks of managing face to face teaching in school with the provision of remote learning we are making some changes that will hopefully better support the children at home and those in school. We have taken time to reflect on our current structure and the difficulties you are experiencing at home. We understand the challenges that home learning and technology bring. As we progress through this current lockdown we are looking at ways of developing our use of technology and resources to better improve remote learning and engage all of our children.

Changes to remote learning

From Monday 25th January, your child's class teacher will hold a morning registration session via Microsoft Teams. We expect all children at home, to join the Teams meeting so that their teacher can speak to them, explain the work they have set for the day, where they can find the work, what they are expected to do and how and when to submit completed work. If your child is in key stage 2 (years 3, 4, 5 and 6) the morning registration meeting will be at 9.15 am each morning. If your child is in reception or key stage 1 (years 1 and 2) then the morning registration session will be at 10 am. Your child's class teacher will confirm the times of registration meetings via a message on Showbie or Tapestry. If children do not attend the registration session, then the school will contact you to find out why and if necessary offer support around accessing Teams or anything else you may need help with. These calls will be aimed at supporting you and your child access the daily registration meetings and complete remote learning tasks. Please take advantage of this support and please contact us for any additional support if you need to.

The teacher may set additional meetings in the week in addition to the morning registration meeting. These meetings will be for the teacher to talk to the children about how they getting on, if they are finding anything difficult etc or to read them a story or play a game. Teachers will notify you of the times and dates of these meetings.

We are also setting up a Teams group that all children will be able to access. Children will be able to join in a whole school assembly led by myself. I hope to hold a Teams assembly every Friday afternoon and will update you on this next week.

Changes to face to face learning

From Monday 25th January, those children who are attending school, should go to their normal classroom. They will be back in their normal class group with their class teacher and teaching assistant. The class teacher will be teaching the key skills of reading, writing and maths in the morning, having the afternoon to respond to and prepare remote learning for children at home. The teaching assistant will lead the class in the afternoon in the creative and foundation subjects.





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Team's meetings protocol

Would parents please ensure that:

- Children are logged into Teams at the appropriate time, ready for the teacher to let them into the meeting
- That children have a quiet space in which to access the meeting
- That children are appropriately dressed i.e. not in their night ware
- That the meeting is for the child and their teacher. It is not a meeting that parents should be involved in or try to speak to the teacher in. There are other ways to contact the teacher if you need to. However the class teacher, particularly in reception, may wish to use the morning meeting to spend time explaining to parents learning tasks so that they can better support their child.
- That you contact the school if you are experiencing any difficulties or problems so we can support you to overcome these.

The use of Teams is new to us and to many of you. We expect there to be some initial teething problems and new technology can take a while to get used to and understand. At times we may all need to be patient as we get up and running. We hope that it won't be too long before we are seeing all the children online every day. Please do contact us for any support.

Regards,

Mark Whyman

