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'Placing learning at the heart of everything we do'

4th February 2021

RE: Live TEAMs Teaching

Dear Parents/Carers

First, let me begin by saying a huge thank you for all your support during this current situation. You have been and are continuing to do a wonderful job of home teaching under the strangest of circumstances.

As you are aware, we introduced Seesaw and Tapestry across Priestley as a means of communication and it has been fantastic to see the wonderful work that has been completed at home. Staff members at Priestley have really enjoyed communicating with your child/children regarding the work set and please do encourage them to continue to work like "Spikey" at home.

To further improve our home learning, we are planning to provide more opportunity for discussion and live teaching by implementing Microsoft TEAMs. Microsoft TEAMs provides a wealth of opportunities to develop our home (remote) learning packs and provides further interaction and communication with your children. Microsoft TEAMs is an accredited government funded platform provided to school as a secure way for schools to ensure all children can continue learning at home if required. This form of home learning will be implemented after the February break. The plan is to begin on Monday 22nd February with live sessions taught by the teachers. We will run this for two weeks and then review as by that point the government will have given us information on the return to school for our children.

How do I access Microsoft TEAMs at home?

The TEAMs platform can be accessed via the browser- <https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/group-chat-software>

Alternatively, you may choose to download the app for a tablet or device and search 'Microsoft Teams'

Log in using the Username and Password provided by the school. **This information will follow next week.**

The live teaching timetable for Priestley will cover a live Maths session, a live English session and one other live session each day. We have tried to avoid clashes with other year group sessions where you have more than one child, but some are inevitable. We very much hope you can join all the daily sessions and look forward to supporting the home learning in this different way. The live teaching sessions will work alongside the already standing HLPs.

You will receive your child's specific Microsoft TEAMs login next week so you can begin to become familiar with the system. This must be kept secure as it is individual to your child. Please do not share this with anyone else. We will be issuing the live teaching timetables next week, along with this letter we have provided two Codes of Conduct – one for the parents/carers and one for the children. These codes must be followed, always, to ensure safe and appropriate use of the platform. We are also hoping to run a live trial on Friday 12th February in the hope we can iron out any technical issues before we go live!

Although this is a secure online system, it is the parent's responsibility to ensure that your child is supervised whilst using Microsoft TEAMS, so internet safety guidelines and our Code of Conducts are to be followed. To ensure the safeguarding of all, any online teaching and learning may be recorded by the school only and there will be two members of staff present when virtual teaching is provided.

Through the schools Microsoft TEAMS login, you and your child will only be able to access the school platform created by the class teacher. No other Microsoft TEAMS groups can be created using your child's login. We will expect you to log in before the session starts and be ready to learn. Each session will last for 30 minutes after which the children will be expected to complete their learning independently or supported by their home teacher. Please ask your child/children to complete the work from the HLPs in chronological order (Monday/Friday), as some aspects of work may build up over the week or several days. **All work that is completed from the HLPs should be uploaded onto Seesaw or Tapestry.**

Staff members will endeavour to provide feedback and comments but please allow up 48 hours as our teacher's still have full time teaching commitments in school. We hope with the added variety of content and the ability to communicate more freely about specific areas of work, we can continue to engage and support your child in these challenging times.

We will be sending out more information regarding how to use/access Microsoft TEAMS. Please look out for further details to follow next week.

For information on keeping your child safe online you can access the following links:

<https://www.childnet.com/resources/video-lessons/the-r-rule>

<https://www.nspcc.org.uk/keeping-children-safe/online-safety/>

<https://parentinfo.org/articles/games,-apps-and-tech/all>

<https://www.ceop.police.uk/safety-centre/>

<https://www.childline.org.uk/info-advice/bullying-abuse-safety/online-mobile-safety/>

Yours sincerely

Mr Marsh-Ballard