

Home Learning Guidance 6th January 2020

We are using Microsoft Teams to deliver our remote learning over the National lockdown period. This program allows children to have live lessons with their teacher, contact with their class through the live lesson and allows us to set work for them to complete each day.

Each year groups learning will evolve differently as what is appropriate learning for Year 6 would not be appropriate for Reception children. However the basis of learning will be the same in each year group. Each day there will be some live lessons and contact with their teacher and work will be set for them to complete under '**Assignments**'.

All communication for learning will be via your child's log in to Microsoft teams which you received a letter about in September. As a parent you will not receive alerts on your email account about the live lessons as these are connected to your child's account. On our website under '[Parent Information](#)'- '[Remote Learning](#)' we have added a guide to support you with helping your child and a link to a video that explains how to use Microsoft Teams.

We have set up classrooms on Microsoft Teams where your child will find their learning during the remote learning period. When your child has logged onto Microsoft Teams they have been allocated a class, all their learning is within this class. For example 6RC which is Mr Cunningham's class.

There are 3 sections of this screen which are most important to their learning.

The **Calendar** section which can be accessed by clicking on the left of the screen on calendar icon. The children can see on here what time the live lessons will be for the day. All lessons will be on the calendar by 9am each morning.

The second section is **Assignments** which can be accessed at the top of the screen and is where the children will be set learning for the day or the week. We will

populate this with a class timetable which sets out how much work the children will need to complete each day.

We are expecting the children to complete the work set for the day on that day unless the teacher has clearly told the children it will be ongoing work. They need to hand-in their assignment each day to show the teacher what they have completed.

The final section at the top of the page is a section called **Posts**. This section allows the children to ask the teacher or their peer group questions about their learning. Finally under the **Posts** section of Microsoft Teams the children will receive immediate notification of live lessons and can join from here by clicking on the join button. Also if your child is sharing a device this is where you will find the recording of any live lessons that you can download and watch again.

There are also many good links on the Internet to support you with using Microsoft Teams as this platform is used by many Warwickshire schools. As we start to use this to provide our remote learning for most children we will add further support via our website under '[remote learning](#)'.

For any further queries, please email <mailto:admin2325@welearn365.com>.