

ST. JOHN THE DIVINE PRIMARY SCHOOL

WARHAM STREET • LONDON • SE5 0SX • Tel: 0207 735 4898

Headteacher: Mrs. C. Warland • Deputy Head Teacher: Mr. J. Camilleri

Chair of Governors: Peter Truesdale • Parish Priest: Fr. Mark Williams

www.sjtdprimary.org.uk Email: admin@sjtdprimary.org.uk Twitter & Facebook @ SJTDPrimary

Thursday 7th January 2021

Dear Parent and Carers,

Partial School Closure – An Update

I would like to begin by thanking each and every one of you for your words of support, understanding and patience over the last few days as we have adapted to the current lockdown.

Staff here in school have worked tirelessly to implement our **Blended Learning Policy**, to ensure that all of our children continue to receive the educational excellence you expect, and I am so proud of the way they have done with oodles of optimism!

We now know that this lockdown will be in place until at least the February half term break. Unlike the first lockdown, however, home learning is not an option for children this time around, rather it is a legal requirement and children are expected to take part in the learning provided by the school. We will be managing this in the following ways:

- **Through a blend of online 'live' lessons and set tasks for children to complete on their own at home.**
- To maintain some level of structure, the timings of lessons will be based on the normal school day and there will be three whole-class, **online sessions daily, at 9:30am, 11am and 1pm** – these will vary in length depending upon the content/subject being taught.
- An additional **whole school Physical Education session** will take place with Miss Durrant every **Wednesday at 2:00pm**
- In addition to their year group Google Classrooms, children will also be able to access our 'The Book Corner', 'St John's Sports Hall', and 'The Music Room' where additional activities will be posted for them to engage with at their leisure.
- **School will continue to close at lunchtime on a Friday to all children.**

To ensure that effective learning takes place whilst the children are at home we ask that you read through the **guidelines attached** to this letter and support us by ensuring they are followed. If you would like to read our Blended Learning Policy in full a copy can be found on our website; printed paper copies can also be requested from the Admin Team.

I realise the difficulties that blended learning can place on families especially when there is more than one child and limited access to technology. We have now distributed all of the school laptops that were purchased before Christmas and we are working with Department for Education to source further devices to share with you.

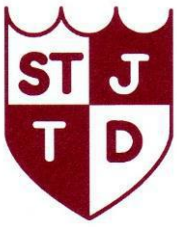
If you do not have a laptop, I can share with you that Google Classrooms can be accessed via a PlayStation or an Xbox – the instructions for how to use these devices can be found below.

On a final note, on behalf of everyone here at St John's, I must share how much we are going to miss seeing you all on a day-to-day basis. The Autumn Term, although a little different, was a wonderful term and the children were able to flourish back in school – we must see this lockdown not as a barrier, but as a way of celebrating the variety of ways in which our children can continue learning!

Kind regards

Mrs Warland





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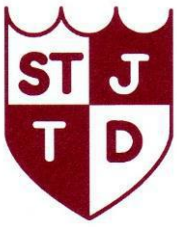
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Head Teacher





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Using an Xbox or PlayStation to access Google Classroom

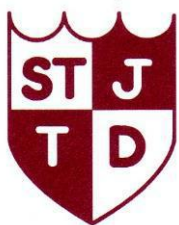
Xbox

1. Plug a key board into the XBox USB slot
2. Go into my games and apps
3. Find Microsoft Edge and select
4. Type in: **classroom.google.com** and log in as you would in school
5. You can then access your work through Google Classroom and use key packages including:
 - Google Docs
 - Google Meet
 - Google Sheets
 - Google Slides
 - Your emails
6. To move around you can use the Xbox controller or plug in a mouse

PlayStation

1. Identify the PlayStation internet browser icon (it is WWW with dots around it)
2. Press the PS4 Logo on the Controller
3. Go into applications and you will find the internet browser
4. Type in: **classroom.google.com** and log in as you would in school
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Use of Google Classrooms – Expectations for working online

Teachers at St John the Divine will use **Google Classrooms and Google Meet** to support learning during periods of partial school closure or when children are required to self-isolate. These sessions are for children, not parents or carers. When your child is accepted into a session by their teacher there are guidelines that we all must follow.

Teachers	Children	Parents and Carers
<ul style="list-style-type: none"> Will continue to strive to deliver consistently excellent lessons in line with the School's teaching and learning policy Plan and deliver blended learning experiences for all children, including those with additional learning needs Will communicate with, and provide timely feedback to children, in line with the School's marking and feedback policy All Google Meet sessions will be led by the teacher Teachers will not allow attendees to join before the host and they will keep a register of all attendees Ensure all attendees are muted as they join the meeting Teachers will make the expectations clear at the beginning of the session When live streaming lessons, Teachers must ensure that they are presenting their screen only and not the children in school, in the classroom Have the right to remove children from the session if their actions are not in line with expectations Carefully monitor children's work completion and deadline compliance Communicate with parents and carers, as appropriate, to ensure engagement and progress with the blended learning experience 	<ul style="list-style-type: none"> Are expected to attend all teacher led sessions, unless reason to be excused has been given Must act in line with the school's behaviour expectations and be ready for learning – I will not eat or interrupt the sessions in any way Engage in all sessions – dedicating time to fully understand and complete tasks set Will complete tasks set for them, to the best of their ability, within the time given Must not unmute themselves when the teacher has muted them, they must wait to be invited to speak Cameras are to be turned on unless the teacher has asked for them to be switched off Need to be presentable – wearing suitable clothing, if it helps, children can wear their school uniform/ jumper Should only share their screen content if the teacher has agreed Will respond to feedback and marking from my teacher Should not record, capture/screen grab or take photographs of any of the content presented during meets Should check their emails for feedback from their teacher Children must not contact teachers directly – they are to use the class email to share any questions they have with the teacher 	<ul style="list-style-type: none"> Parents have ultimate responsibility to make sure children not only attend, but also that they follow the guidelines Are asked to talk to their child about the appropriate way to behave in sessions – in the same way as if they were in school. The teacher has the right to remove any child from the lesson who is not following the school's expectations Please make sure your child is ready 5 minutes before the start of the session to ensure that you are on time and do not get locked out/delay the start of the learning Assist your child by setting up and accessing the sessions Ensure your child is appropriately dressed – children can wear their school uniform/jumper of they wish Ensure other family members are appropriately dressed and out of the camera shot where possible; they must not contribute to the session Parents must not get involved in the lesson, but do please talk with your child about the content Filming the sessions, capturing or screen grabbing is not permitted as this would breach safeguarding and GDPR laws Parents should not be contacting teachers directly – all communication should be sent via email to: admin@sjtdprimary.org.uk

Please note:

- During online sessions, teachers will be interacting with children in school as well as those learning on line at home. Teachers may not be able to immediately respond to requests for help – if children are unsure about what to do with a task they should go over the instructions given, research the topic area(where relevant) or collaborate with a friend/classmate. If whilst learning at home a child has a problem that they cannot solve they can post the question to the teacher, who will address the issue in the next face-to-face session.
- Children's email accounts are monitored; these should be used only for learning related activities – parents are asked to monitor use at home

