

## Cottingham Church of England Primary School

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16<sup>th</sup> October 2020

Dear Parent/Carer,

### Remote/'Live' teaching

As you may be aware, some teaching during the current Covid-19 times may well need to be remote or 'live' to enable any pupils who are self-isolating / quarantining to participate in lessons that they will otherwise miss. Obviously, we hope that this will not be required although we are preparing for such circumstances if indeed they arise at any time. Your child might even tell you that I have been zoomed into some lessons to test our IT resources out!

The Trust's (PDET) guidelines in relation to 'live teaching' will accompany this letter and will also be available at [www.cottinghamprimary.co.uk](http://www.cottinghamprimary.co.uk). Please ensure you read the guidelines and share them with your child, so that everybody knows what to expect if they are needed. Hopefully, we will all stay fit and healthy and there will be no need for learning to take place at home. Although it is best that we are all prepared. As proved successful previously, we will continue to send home a weekly planner to include links to 'live' teaching slots and other resources including lessons provided by the Oak Academy. Where possible we will take your feedback, regarding available IT at home, into consideration when planning 'live' teaching.

Please note that these lessons may be recorded in order to be able to utilise them in the future (e.g. if for some reason a pupil self-isolating is unable to access the lesson at the time) and for safeguarding purposes / quality assurance / assessment purposes. Such recording is covered by our Pupil Privacy Notice which states that 'Personal data that we may collect, use, store and share (where appropriate) about pupils includes' 'photographs and / or videos of your child for education purposes (e.g. to document learning and achievements within workbooks, home learning platforms, classroom displays and reward systems, pupil profiles and for medical needs identification)'.

We will keep any recordings made for no longer than two full terms. We would draw your attention to the National Online Safety guidance available at <https://nationalonlinesafety.com/guides> as it is of paramount importance that, together, we do everything we can to try and ensure the safety of our children when online. At the moment any remote meetings or 'live' teaching will be carried out via Zoom. It is hoped that Microsoft Teams will become our preferred school learning platform in the not to distance future. Please also visit [http://www.cottinghamprimary.co.uk/Page/Safeguarding\\_OnlineSafety](http://www.cottinghamprimary.co.uk/Page/Safeguarding_OnlineSafety) for further Online Safety guidance.

If you have any queries in relation to this, please do not hesitate to contact us. In the meantime, we will continue to teach the children in school where again, our attendance remains above the national average at 98%.

Yours faithfully,

Ashley Scott (Headteacher)

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NOS Online Safety #WakeUpWednesday

# 10 TOP TIPS REMOTE LEARNING FOR PARENTS

Remote learning can be a great way to continue learning outside the classroom, particularly in difficult circumstances. For parents and carers, the idea of remote learning isn't always straightforward and there can be a number of factors they need to consider, especially around ensuring their children feel comfortable and are familiar with the whole concept. That's why we've created this guide to help parents and carers support their child in getting the most out of their remote learning experience.

- ### 1) Take an active interest in your child's learning

As a parent or carer, remote learning will be a new concept for your child and there are bound to be a few teething problems to start with. Take an active interest in their learning and help support them whenever they need a helping hand.
- ### 2) Monitor your child's communication and online activity

It's important to remind your child that despite being at home, the same level of behaviour and conduct exists as if they were at school. Encourage them to remain polite, remember their manners and not to post or send any negative comments just because they are behind a computer.
- ### 3) Establish a daily schedule and routine

Working from home and trying to learn in a more casual setting that children might associate more with play and a degree of freedom might take a bit of getting used to. Try to stick to a daily routine and use the timetable/schedule that schools have sent home to help children keep on top of their daily learning.
- ### 4) Encourage screen breaks away from devices

Remote learning will inevitably require more interaction with computers, laptops and tablets. Teacher's will invariably advise on screen breaks however it doesn't hurt to keep a check on their time online or encourage them to get some fresh air/exercise.
- ### 5) Ensure your learning device is in a public space in the home

It's important to consider where your PC or laptop is placed if live video is being used. Try to keep the background neutral with no personal information visible and move learning devices out of the bedroom as this could be deemed inappropriate.
- ### 6) Implement safety controls and privacy restrictions on apps and software

Dependant on how your school implements remote learning, your child may be required to download certain software or apps. Whilst these are likely to be relatively safe to use, like any other new app or platform, parents should still implement safety controls as a precaution.
- ### 7) Ensure your child only uses official school communication channels

It's important that all communication with teachers and school staff is directed through approved school channels, whether that be through the school's online portal or the relevant secure messaging site.
- ### 8) Familiarise yourself with relevant school policies

Schools should have a policy on remote learning and direction that they can share with parents. Familiarise yourself with this and ensure you know what is expected of teachers and your child during lessons, both online and offline.
- ### 9) Maintain feedback with teachers

Engage in communication with teachers where possible and try to feed back progress and development as well as any helpful suggestions around the learning process. Be transparent but remain professional and only use official channels to communicate.
- ### 10) Monitor your child's wellbeing and mental health

Remote learning will likely mean that your child won't get the same level of social interaction and might not see their friends for a while. Keep a check on their wellbeing and try to encourage them to get out as much as you can. Whilst learning from home might seem fun and exciting to start with, missing out on seeing their friends everyday might take its toll.