

‘INFORMATION PART OPENING update :: 05 02 21’

INFORMATION:: PART OPENING:: SPRING 2021

Please note INSET day on 22nd February

The information in this document will be reviewed, adapted and re-communicated on an ongoing basis. Any update will be in red- please flick through!

Last update: 05 02 21 -

A survey will be sent to staff and parents on a two weekly basis to inform the review. This week's survey can be found at, please complete this weeks (05.02.2020) survey at

https://forms.office.com/Pages/ResponsePage.aspx?id=DQSIkWdsW0yxEjajBLZtrQAAAAA AAAO__RdCbIRUMjUzM0EwUTM2SDITUDk2NVZTWTQ5WEFYVS4u

If your child is currently attending critical/key worker school, please complete the link below to book a place week commencing 23rd February to 5th March inc.

https://forms.office.com/Pages/ResponsePage.aspx?id=DQSIkWdsW0yxEjajBLZtrQAAAAA AAAA AAAO_RdCbIRUMkJJQ1JHVk9GUEwwVURYMFRUREVIMkiIWS4u

Please return all bookings by 12.00noon on the 10th February as the link will close after this time and date.. Thank you

Next steps already agreed:

1. **Book amnesty** continuing until half term - for books finished- please root around for and return school books to outside the school entrance at the drop off time between 3.30 and 5. As part of this if all parents of younger pupils could return their scheme books and their choosing books they borrowed over christmas (which they will not have had a chance to return yet).

The Survey

This week, in the interests of transparency and given how hard these last couple of weeks have been for people, I have tried to represent as many survey views as possible, including positives and negatives. Where common themes are arising about specific elements of the provision, I have tried to represent these themes accurately and give some explanation about how we are responding. I have tried to respond to some of the rest in my letter to you.

Positive Feedback:

In a daily routine with online learning and getting to grips with the technology

Easier to know what the day will consist of and what is happening next.

Some lovely engaging videos celebrating the children's work and helping us understand the task.

Feedback prompt and motivating.

Phonics working well

Having 2 online lessons a day -know some schools don't manage to do as many.

As a key worker that is unable to work at home, the ability to send my child into school I appreciate so much.

Clear work set on Google classroom - format works well to submit work. Good feedback and better group sizes now

Live online lessons for ks2 and pre recorded videos

Our child is engaged and excited to come to school and the safety measures to reduce risk of infection seem to be working well. We are very grateful for the hard work it took to put this in place.

Latest update was very helpful - good communication and parents understanding what is being done ""behind the scenes"" is key.

Fantastic with communications and printed learning packs. I was so impressed yesterday when I popped into school to collect the next learning packs - thank you.

Extra help after online lessons and drop ins on a Friday

Tapestry uploads and comments from teaching staff-

Some common themes from the latest survey/ elsewhere: and our progress with/response to

More specific requests will be considered by the class teachers

1. Please can you provide paper copies of reading scheme books for younger pupils working at home so pupils don't need to read online. This is still under consideration.
2. Can there be more specific provision for pupils who are previously high attaining in maths to give them more challenge? Teachers have noted and will strive to allay any concerns. Please to note:-
 1. There is always challenge built into lesson and this at appropriate level. Principle the teachers are working to is importance of moving the children's learning into deeper and more challenging application of skill as opposed to moving onto to the next level of the skill. This about making them flexible, masterful mathematicians as opposed to tall and thin ones
 2. Pupils are often given the choice to break off to do challenge as early as they want in the lesson. Clearly this won't be encouraged when the teacher deems it important to keep everyone with them.
 3. Drop in sessions after maths live or recorded lessons should be viewed by pupils and parents as as much about challenging pupils who need it as supporting others..
 4. Padlet- some parents struggling/ not happy with. This possibly not helped by having google classroom to upload to as well as padlet - ie two places more taxing than necessary given how stretched we all feel. Counter to this is the value of padlet as place pupils can share not just with teachers but other pupils too. The online team to explore possibilities and decide on way forward by next Monday.
 5. Feedback - can we see when a child has received feedback / has responded to their feedback? It is possible that notifications can be set up so that when feedback is given it comes up as notification. Teachers will look to let pupils know in lessons that work has been given feedback so to go and look at it. If pupils respond to the feedback by adapting/ changing the work and re-presenting, this is the best use of it and v useful for both teacher and pupil.
 6. Can children have more opportunities to interact/ socialise online? Given Wednesday group meets were a success but extending this would not appeal to everyone- the general consensus from teachers was to look to increase the amount of interaction in online lessons / provision eg games/ break out rooms.
 7. Can we have a single place to find out the daily work expectations for each class because it is time consuming going into several different google classrooms etc to find out. If we tried to create a separate document for this, it would be time consuming and if there was a need to update in two places, there would be a danger last minute changes would make the central document out of date. Teachers exploring capacity of google to do this automatically- if anyone has a thought about how, please get in touch.

Some extracts from other comments: -

- We understand that numbers need to be kept down, however we think that children need to be either learning in school or from home..... If they cannot come to school for the full week then it would be better for us to continue the curriculum ourselves without the live online classroom on the days our child is not in school.
- We desperately don't want our children to be behind in their education. We would really appreciate some reassurance that when they eventually return to school, that their attainment will be assessed and that they will be helped to catch up in small groups preferably with other children of similar ability.
-these kids are missing out on so much eg. playing, contact, learning, small class sizes at school, routine, structure, pastoral care, teacher contact and support. More resource should be diverted to these kids.
- We realise numbers in school are uncomfortably high - it worries us greatly as we have to send ours in.....I know you need to try and discourage us from using the provision but some don't have a choice. We feel dreadful about the risks we are placing on school staff.....can we try to tone down the "in vs out" debate that seems to be escalating weekly in the newsletter.
- I'm also really worried about how the online learners will reintegrate into the classroom. With so many kids in school, it can't be helped that there will be strong friendships being formed / reinforced. This is not being replicated in the online environment and there is little fun / group bonding in the online format.

Dear Parents and Staff

Given I have included all of the above, I will try to stay concise this week.

These last two weeks have been particularly difficult for parents and pupils and staff alike. Please know that I am listening carefully and doing my level best to work with all parties to accommodate people's needs.

In response to the survey, can I say thank you for your understanding and support and I sympathise with all your comments. I will attempt here to offer some further reassurances: -

1. I am aware that by commenting on the "in vs out" debate in these letters to you, there is a danger I exacerbate it further. However, given the strength of feeling out there, I feel I have no choice but to address it. Similar fault lines have appeared in our planning teams, some of whom are in school, some out. It is very understandable but we must go on trying to hold together.
2. I recognise that the survey, while useful for identifying generally the way forward, may not suffice on an individual level. I am ringing people all the time to discuss individual circumstances, as are my teachers, but please do not hesitate to pick up the phone and speak to me directly.
3. We took the decision early on, and for obvious reasons, to focus our efforts on maths and English and teachers are working hard to ensure what we offer to those in and out of school is in sync for these two critical subjects. This does not allay some other very real parental concerns but please be reassured that in terms of core subjects, the children will 'receive' similar content.
4. Please know that the situation 'in school' is not without its challenges and drawbacks. The children have found themselves in unfamiliar groupings sometimes with unfamiliar adults and it has not always been a smooth ride.
5. You have my reassurance that upon the children's return, we will move heaven and earth to address any gaps. This is what we do anyway but we will be bringing in extra resources including some excellent cover staff to help. We had made good progress by the end of the Autumn term to catch up after the first lockdown and we will do it again.
6. In some ways I am most concerned about the children's social and emotional welfare. As before we will not shy away from engaging with this directly and as a whole school. We also have a very strong pastoral team who will work their magic. I think we have to be under no illusion about what children are processing in all of this. They are going through the same as us but are less able to articulate it. Please do not hesitate to prioritise their emotional

welfare over the academic stuff and please get in touch if you have concerns about your child.

Thank you everyone. Look after each other and be kind to yourselves.

Kind regards

Mr Moss

SCHOOL LEARNING

Numbers in school

We have, at present, about 100 pupils coming into school across the week. This is partly because the key worker list has been extended and this number reflects the national picture. We will consider further requests but please be mindful we are treading a tightrope here between pupil educational and emotional welfare and staff safety and we are having to make some difficult decisions.

What do my children need to bring to school?

Washable bag

Inhalers- Please remember to bring in inhalers and medication, if we do not already have them in school.

Packed lunch (unless ordering a school one). If your child is eligible for Universal Free School Meals (Rec/ Yr1/2) or Free School Meals a packed lunch can be provided on the day - your child/ren will be asked what they would like in their baguette during registration. Please provide your child with a packed lunch if they are not eligible for either of the above.

Healthy snack- Fruit and veg has been cancelled. Please can we remind everyone to provide their child/ren with a snack for their break time while they are in school - please can we ensure it is either a piece of fruit / veg or a healthy snack.

Water bottle (but not Nursery children)

Hand cream- children bringing in their own hand lotion should make sure it has their name on it.

Reading records and books every day please

What should they wear?

School uniform to be worn.

Warm weather clothing- we will still look to work outside whenever possible

Shoes that are practical and sensible for outdoor learning. For the younger pupils- shoes that don't have laces or children that can tie laces.

PE Kits in by Monday please - we will keep these in school.

We would suggest that once your child arrives back home, they change their clothes immediately and the clothes they've worn at school are washed.

Entering and exiting school

We will be insisting that all adults entering the grounds wear a mask and remain socially distanced if they need to line up. A previous communication said no exceptions regarding masks- this was unwise. There are clearly justifiable exemptions from mask wearing and we must appreciate our differences. Please be sure to wear a mask if you can and if not, then please maintain social distancing.

Please be mindful that this virus now spreads more easily and we should not make too many assumptions about safety outdoors. Please keep a good distance away from other adults and step aside to let people pass where necessary.

Please can you make sure your child washes their hands with soap and water prior to leaving home in the morning and as soon as they return home in the afternoon.

Please bring as few people to the school as possible to limit the number of people on the school site- only one parent to accompany the child to school.

Please ensure your child is left under the supervision of a member of staff before leaving the school grounds.

The car park and drop off zone will be closed to traffic- this to allow safe flow of pedestrians into school. Please park away from school and walk in.

8.45 School starts

3.15 Pick up time

(Nursery please continue to come in at **9.00am** but please come to the main Nursery entrance via the gate on Church Lane and up the slope)

Entrances:

5/6- top field gate

3/4- bottom playground

2- up the steps and in the small gate outside Azure class

R/Yr 1- Common Gate and down

Wrap Round Cover- Breakfast Club and Fun Club will be on as usual. You need to sign up for it and pay for it online as usual <https://schoolcomms.com/> - Please email breakfastclub@minchscool.net or funclub@minchscool.net to book places up to February half Term. Please note, Fridays, are only open until 5.00pm not 5.30pm.

Lunchtimes

All children will have a packed lunch, either provided by home or ordered from school.

Children will eat in the hall or their classroom.

Please ensure children can open everything in their lunch box to enable us to maintain the social distancing guidelines. All rubbish from home packed lunches will be sent home.

Contact with school

Please phone or email wherever possible. The answer phone will not be used and admin staff will be available to answer any of your queries.

If you need a longer conversation to discuss your child, the office will organise a telephone appointment for you with the relevant member of staff so avoiding face to face meetings.

If you do need to come into the school –you will need to initially speak on the intercom. There will be a queuing system as elsewhere and hand sanitiser at the entrance, to use before you enter. Please try and avoid coming into the school office unless it is an emergency.

Contact with a teacher about learning

If you have any questions linked to your child's learning in school, then please contact the teacher/s teaching your child in school and if you have any questions about your child's learning online, please direct them to one of the online team. The email addresses of all teachers in each team should be on the class padlet page.

Please note teachers working in school may take longer to reply. Emails will be responded to after the school day and at least within 24 hours.

Teaching and learning

Mornings- Maths and English focus

Afternoons- other subjects

REMOTE LEARNING

English and maths remote learning will look to complement what is happening in school to enable those pupils who are working in both contexts to cross from one to the other with relative ease and to ensure equality of opportunity.

Online teaching-- direct online teaching 'slots' to avoid, as far as is possible, clashes with siblings working in other classes.

Daily:

- 8.30- 9.30 yr 3/4
- 9.30- 10.30 yr 2
- 9.00 - 9:30 yr 1 Phonics
- 10:15-11:00 yr 1 Maths
- 10.30- 11.30 yr 5/6
- 11.30-12.30 yr 3/4
- 12.30-1.30 yr 2
- 1.30-2.30 yr 5/6
- 1.45 -2.15 yr R (Thursdays) yr 1 (Monday, Tuesday, Wednesday) - sharing and talking the morning's learning
- 14:30 - 15:00 yr R (Mondays) - sharing and talking about learning

To access the live sessions, please follow these instructions:

1. Log on to your child's school email account and click on the nine dots in the upper right corner of the screen.
2. Click on Google Classroom.
3. Click on the + button in the upper right corner of the screen.
4. Click 'Join a Class'.
5. Enter the code/ joining link for your class

You only have to join once - not every time you log on, so most of the time they will only have to do steps one and two and then they will be in.

Once you have completed the above five steps, we will be able to send you Google Meet links for the live sessions. We will send a link immediately before each session is due to start. The link will be different every time, so you must follow the most recent link to access the correct Google Meet.

If you experience any technical difficulties, please contact the class teacher or the school office.

Please see individual letters for different phases for further guidance.

Some year groups will be pre-recording material to be watched at intervals throughout the day.

All lessons will be recorded for safeguarding purposes.

We want to establish timetables for pupil learning so pupils/ parents have a structure to work to and upon which to hang their expectations. We expect these to be fully embedded by the end of next week.

We are finding that some children are logging into Google Classroom via accounts that are not their own school email account. To maximise the children's ease of access to Google Classroom, minimise confusion and ensure that we are doing our utmost to safeguard the children whilst they

are working online please could you ensure that your child/ren only log in to Google Classroom via their own @minchschoo.net account.

IT devices for home

Consideration is needed for families without multiple devices.

If you have any spare IT devices at home, we are taking donations into school. We will recycle them properly and get them to families who need them. It goes without saying- please take off all the data you need before handing them in because all data will be removed.

If you have not enough IT devices at home, please let us know and we will work towards getting you either a recycled one or a new one. We have ordered a large number of Chrome Books.

Google Classrooms through Xbox and Playstations.

We know many families have to juggle a finite number of devices (laptops/tablets/phones etc) in order to facilitate access to live lessons and other learning activities. If your family has an X Box or PlayStation games console you may not know that these too can be used to access Google Classroom and all its functions.

Students who use a console to connect to Google Classroom can use their games controller as a mouse but need the addition of a simple keyboard for full use. If this is something that may be beneficial for you, then there are some brief instructions below detailing how to access Google Classroom via an Xbox or a Playstation:

How to use Google Classroom on Xbox One & Xbox Series X/S

The Xbox consoles each have access to Microsoft Edge - the web browser that comes pre-installed as part of the Xbox user experience. This can be used to access Google Classroom and EduLink.

1. Plug a wired keyboard into your Xbox One, Xbox Series X or Xbox Series S via one of the USB ports on the front or back.
2. Press the Xbox button top-centre of a game controller and head to "My games & apps" in the side menu.
3. Click on "See all", scroll down to "Apps" and you will see Microsoft Edge in the icons on the right-hand side. Open it.
4. Type classroom.google.com into the URL bar at the top and log in as you would on a PC using your school Gmail account.
5. You can either use an Xbox controller to move the cursor or a separate USB mouse plugged into one of the other ports.

How to use Google Classroom on PS4 & PS5

The PlayStation 4 has its own web browser that is easy to find on the PlayStation 4 (in the content menu as an icon with WWW written on it). However, it's currently a bit trickier on PS5, as there is no way to open the browser natively.

Instead, you can open the System Settings, then the User Guide. This will open up an online user manual inside a web browser page so you only have to change the URL at the top. Otherwise, the rest of the steps are the same.

1. Plug a wired keyboard and/or mouse into the USB ports on the PS4 or PS5 - each console should recognise them.
2. In the URL bar of the browser, type classroom.google.com and then log in using the details provided by your child's school.
3. You can now access Google Classroom.

Borrowing books from school

Pupils in younger classes are signed up to the online 'Bug Club' or can access "Oxford Owls" online. Both schemes follow the phonic scheme they use in school. We will not be sending out paper copy scheme books.

If parents require:-

- books from the library (including picture books for younger pupils)

they should email- library@minchschoo.net.

Mrs Webb and teachers/ TA's will work together to prepare packs of several books.

If you can, parents, please include any information you think would be useful in choosing the right books for your child e.g. books and/or authors they've enjoyed reading, or maybe a genre or subject they particularly like - funny, adventure, animal stories...

Once we have chosen the books, you will receive an email notifying you of your collection day.

Books will be in a bag labelled with your child's name and can be picked up from the table at the school's front entrance between 3.30 and 5.00.

You will not need to enter the building or inform anyone of your presence.

Book returns

To return the books, please put them in a bag labelled 'library returns' along with your child's name and class, then place them in the box marked 'Returns', also at the front entrance to the school.

We still have a number of books borrowed over the past 9 months that have not yet been returned to the school, - we would be grateful if you could check for any of these and return them to the school as above. Not wanting to state the obvious but we cannot lend books if they are not returned. If you are returning books that belong to a class/teacher, please could they be put in a bag labeled with their name e.g Miss Tonner/Sapphire Class.

Picking up resources/ books etc from school

There will now be one standard pick up point and pick up time for all books/ resources/ paper copies etc going home.

The pick up point will be from tables put out near the main school entrance below the school office.

The pick up time will be from 3.30- 5.00pm

You should be notified by your teacher if there is something for you to pick up.

Content of teaching and learning online

Focus of direct online teaching and learning (and pre-recorded) - maths, English, phonics, reading as well as for yr R/1- learning catch up and snack and chat.

Focus of padlet - other subjects

Means provided for all pupils to show their English and Maths work - and receive feedback

Broader curriculum through Padlet/ Tapestry- means for pupils to upload their learning and receive feedback from teacher or class.

We have ordered mini-white boards and pens to support younger pupils recording work to upload online. We will find a way to get these back to you.

Expectations re completing and submitting of work

Subject	Complete and submit please	Where
Maths	Daily	Google classroom/ Tapestry
English	Regularly - upon request	Google classroom/ Tapestry

Phonics	Daily	Google classroom/ Tapestry
Reading	Daily, submit weekly	Reading records/ link books
Other subjects	Broadly a choice but Some work will be priority complete and submit after ½ term (every other Wednesday devoted to subjects other than maths and English)	Padlet/ Tapestry

Feedback

Teachers cannot provide feedback for all work submitted.

They will be prioritising some work which they will give 1:1 feedback on;

the rest will be a mix of:-

- oral feedback live in lessons and in drop in sessions;
- feedback on the chat function online;
- sharing and commentary on padlet;
- pupils supported to self mark.

Pupils seeing each other/ pastoral

R/1 will be doing this in a more fluid, ongoing way

Year 2 to Year 6 will have pastoral drop-ins with groups of pupils across the day. On this day all English and maths work will be suspended and pupils will have the chance to complete some learning in other subjects from the padlet page, as well as joining one of the timetabled group sessions. The make up of these groups will be random and pupils will receive an invite.