

Friday 8th January 2021

Dear Parents and Carers,

We want to start by saying a HUGE thank you to each and every family for the swift move to remote learning with such limited time and planning. There have been some teething problems but most people have managed to successfully access Google Classrooms and the lessons set by their teachers. If you have been unable to login for any reason, please email us using remotelarning@bovingdonacademy.org.uk and we will support you as much as we can.

Over the past few days we have had such lovely feedback from families. Every positive comment we have had has been so greatly received and we are so thankful to have such supportive parents. We have also received a range of questions and suggestions – we want to ensure our support to you is the best it can be so welcome this feedback also.

We have put together a short Q & A to respond to common queries and inform you of additions to our remote learning. We hope this will be helpful.

Q: I can't login to Google Classrooms – am I doing something wrong?

A: We hope that this problem has been resolved for most families now. A few common login problems involved the following issues:

- Parents or siblings being logged in to their own Google accounts / not fully logging out before logging into a Bovingdon account.
- Passwords are case-sensitive.
- Duplicate names within the school. Some children need to use '1' after their name.
- Double-barrelled names. The answer to this differs depending on when the account was made. Most will need to use a hyphen, others may need to use the first name only. If you cannot login, please contact us so we can look it up.

Q: Please can work be available the night before so we have a chance to look at it before our children?

A: We have been setting work and scheduling it to post every morning. We have had feedback from some parents who would like to set their children up earlier than 8.30am or look at the work in advance in order to provide greater support. Therefore, teachers will now schedule lessons to be posted for 6.00pm the night before. We hope this will help parents with additional responsibilities. We are unable to provide work any earlier than this as teachers need time to plan and make changes to lessons.

Q: Should my child type or handwrite their work?

A: For most pieces of work, you can choose how to submit your work. Teachers are happy to receive a word processed piece of work or a photo of handwritten work. If there is a specific format they wish you to use, they will write this in the instructions. Please encourage your child

to present their handwritten work as neatly as they would in school. Lined paper is preferable. If you would like an exercise book, we will put a box outside the main entrance for you to collect one. These will be available from Monday.

Q: What should my child be reading?

A: Teachers will post a phonics or reading lesson each day. In addition to this, please read books you have at home. It is important that children are reading something every day. We have a subscription for Big Cat e-books. These are colour-banded books from pink level – lime level. These match the colour-banded books that children in EYFS, KS1 and some KS2 children receive each week. Information on how to login will be posted onto the website on Monday.

Q: Can we have live lessons?

A: We have spent a great deal of time deciding the best way to deliver lessons so that all children can access them. We have taken into account different family situations and feel live lessons are not practical for all families and staff members. Pre-recorded lessons can be watched at a suitable time for each family and teachers can be contacted using the 'comment' feature throughout the day. We have also made this decision to safeguard our staff and children.

Although lessons are not live, we want to give children the opportunity to see their classmates and their teacher each day. Therefore, we will be arranging 'Team Time' on 'Google Meet' for each class. This will be a short, live meeting each day. The structure of this will vary depending on the age of the children. We will be sending out guidance and conditions of use. If you do not agree to these conditions, we ask that your child does not join the live meeting.

Q: How can I contact my child's teacher?

A: Please use the private comment feature on Google Classrooms for queries about the children's work. Next week, your child's teacher will be phoning home to see how your child is and how they are getting on with remote learning. Please note that these phone calls may show 'No Caller ID'.

Once again, we want to thank you for your support during this time of change.

Kind regards,
Bovingdon Primary Academy