



**THE  
COWPLAIN  
SCHOOL**

**Headteacher**  
Mr IR Gates MA NPQH

10 November 2020

Dear Parent

### **VIRTUAL LEARNING**

Due to the current situation, it is possible that your child might be asked to self-isolate. Should this be the case, we are keen for him/her to continue to have access to a learning experience that is as close as possible to their peers' who are still at school.

In addition to the work on our website, we will be offering live lessons. We are looking to stream most of the lessons that your child should have on any given day.

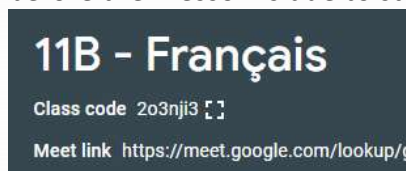
If a live lesson is available, your child will be informed through a message on their Google Classroom.

Please find below brief instructions as well as our expectations for virtual learning:

#### **Expectations for Parents and Students for Virtual Learning.**

At The Cowplain School we are keen to provide a high-quality learning experience for our children who have to self-isolate. As such, we will now be introducing live lessons using Google Meet, which is part of the Google Suite. For the experience to be positive and successful, we will require students and parents to follow the expectations listed below, which have been written in response to other schools' experiences of live remote learning, and aim to support learning.

1. Lessons will be at the normal time students have lessons in school and will be live streamed so students can follow the same lesson as their classmates in real time. All resources needed for the lessons will be uploaded onto Google Classroom. Students need to click on the Meet link on their Google Classroom for that subject five minutes before their lesson is due to start.



2. Before joining the meeting, **students must switch their microphones and cameras off** and keep them switched off for the duration of the lesson unless directed otherwise by their teacher.

3. Students must not use the “Chat with everyone” function to type any comments unless specifically directed by their teacher.
4. Students must be suitably dressed and fully equipped for learning with a pen and their exercise book or paper.
5. Where possible, learning should take place in a suitable area with no distractions.
6. Parents/Carers should not participate in the lesson or use the chat function to communicate.
7. Language must be professional and appropriate, including, any family members in the background.
8. Parents should be supportive of the learning and understand the limitations linked to remote learning (i.e. possible technical issues).
9. Parents should be aware that the live lessons will be stopped if a student/parent breaks the expectations for participating.
10. If the teacher believes there is risk to safeguarding or signs of inappropriate behaviour, they will terminate the meeting immediately and report this to the safeguarding team.

PLEASE BE AWARE THAT LESSONS MAY BE RECORDED.

BY ALLOWING PUPILS TO JOIN THE GROUP SESSION, PARENTS GIVE PERMISSION FOR THE SESSION TO BE RECORDED FOR SAFEGUARDING REASONS. THE RECORDING WILL NOT BE USED FOR ANY OTHER PURPOSE.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A Clemas', with a long horizontal stroke extending to the right.

Mrs A Clemas  
Assistant Headteacher