

Ms. S. Talib. Principal.
BA (Hons) QTS Med NPQH

Telephone: (0161) 205 1932
Fax: (0161) 205 1047
E-mail: admin@oasistemple.org

Thursday 28th January 2021

Dear Parent/Carer,

Live Lessons in Microsoft Teams

During the autumn term, the staff at the Academy have worked tirelessly to ensure that your child has access to excellent online learning opportunities to support their work, if a bubble were to close or if there was a full/partial Academy closure.

Our Year 6 children have also received extensive training on using and accessing Microsoft TEAMS. This platform will allow your child to access all lesson PowerPoints and resources, home learning tasks and revision materials.

This system (alongside ClassDojo) will also act as a communication channel to collaborate with teachers and peers. As most of our Year 6 pupils are now accessing remote learning we have been developing the use of Microsoft Teams to deliver a high quality education for your child. We have also been doing live check-ins, live question and answer sessions and live book talks.

As of Monday 1st February 2021, Year 6 teaching will be moving to 'live lessons' in MS TEAMS for all Year 6 pupils.

*AM Session	*PM Session
9.15 — LIVE Register	Spellings on Vimeo video link
9.20 – 10.15 LIVE English	Afternoon activity on Vimeo video link
10:30-11 GR Vimeo and task	
11-12 LIVE Maths	3pm LIVE book talk

**a comprehensive Y6 remote learning timetable has been shared with parents via ClassDojo*

We have shared the protocol and guidance and ask that you refresh your knowledge of this as we move in to live lessons.

If you have any questions or queries, please contact your child's class teacher via ClassDojo.

Kind regards,

Year 6 Team

Children's Expectation/Code of Conduct for Remote Learning

Rules regarding technology

- I will only use my Class iPad for school purposes as directed by my teacher.
- I will only take part in 'live' streaming (*e.g. Register/Check-ins / Question and Answer sessions*) if an adult knows that I am doing it.
- I will not reveal my passwords to anyone.
- I will be responsible for my behaviour and actions when using technology (Microsoft Teams and other interactive applications), this includes the resources I access and the language I use.
- I will make sure that all my communication with other children, teachers or others using technology is responsible and sensible.
- I will not deliberately browse, download, upload or forward material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to my teacher or my parent.
- I will not share resources or videos created by my teachers with anyone who is not a pupil or member of staff at OA Temple
- I will not record or take photos/screenshots of my classmates or teachers during any 'live' streaming sessions
- I understand that when using Microsoft Teams and other applications provided by the school that my use can be monitored and logged and can be made available to my teachers.
- I will continue to follow the rules regarding my use of technology as outlined in the Academy's Child Acceptable User Agreement
- I understand that these rules are designed to help keep me safe and that if they are not followed, the Academy sanctions will be applied and my parent may be contacted.

When participating in an audio or video conference on Microsoft Teams, remember that this is an extension of the classroom and you should conduct yourself as you would when on your best behaviour in a classroom.

This includes:

- Be on time for your interactive session
- Be dressed appropriately for learning (e.g. no pyjamas)
- Remain attentive during sessions
- Interact patiently and respectfully with your teachers and peers
- Provide feedback to teachers about your experiences and any relevant suggestions
- Video conference from an environment that is quiet, safe, and free from distractions.
- You **MUST NOT** record each other's online interactions. If a session is to be recorded, this will be done by the teacher.
- Make sure you end any session as soon as the teacher indicates to do so and do not stay in the session after the teacher has left.

Ms. S. Talib. Principal.
BA (Hons) QTS Med NPQH

General Rules and Guidelines

- *It is strongly recommended that you follow the school timetable as far as possible
- *Please complete tasks as they are set for each lesson. Teachers and support staff will aim to be available at the times when they would normally be teaching you in order to answer questions. This will be either through Teams – messaging or ClassDojo messaging
- *As soon as you have completed each task, please submit all pieces of work on time.
- *ALL work must be submitted by 4pm on the day it is set (unless your teacher has stated otherwise)

Child:	Signed:	Date:
Parent:	Signed:	Date:
Teacher:	Signed:	Date: