



Head Teacher: Mrs SA Welsh  
Augusta Close, Darlington, DL1 3HT, Telephone: 01325 240499, Email: admin@whinfield.net

Dear Parents/Carers,

**Please note: This letter is for all parents/carers whether your child is going into school or accessing Remote Learning at home.**

We are very excited to announce that starting from next week we will be gradually introducing 'live' sessions for the children on Showbie so they can see and interact with their teacher and the other pupils in their class.

Mrs Murphy has trialled these with the Year 1 children and team and they have been extremely successful.

We are initially doing one live session per year group next week to get us all used to the process. You will appreciate this is new all of us so please do not worry if you experience technical difficulties. The timetable is printed below so you can see when the session takes place next week for your child/children.

In order to keep everyone safe and so that there is a mutual understanding of the expectations when taking part in live sessions, it is imperative that all parents/carers have read the "[Acceptable Use Policy](#)" which is on the home learning page of our website. We appreciate that this is a lengthy document so have summarised the key expectations. Please read the one-page document at the end of this letter prior to accessing the 'live' sessions.

The first 'live' session will be a celebratory assembly. Staff will have full control of the session e.g. they can mute etc. and it will be held on Showbie:

- Children will be able to access the live session on the class discussion page.
- They will get a notification on the page to join the session just before it starts.
- When the children enter the live session they will be on mute.
- The session will take 20-30 minutes.

The rest of the week's learning will be as normal with the usual voice recordings and voice notes.

The focus of the live sessions will be 'community celebration' promoting the wellbeing and mental health of the children by bringing their school family together.

**IMPORTANT: Children who are currently in school will automatically participate in the live sessions unless a parent wishes their child to 'opt out'.**

**If you DO NOT wish for your child to participate in the sessions in school, please click the link below to complete the opt-out form. This form MUST be completed by 9.00a.m. on Monday 1<sup>st</sup> February 2021.**

[Microsoft Forms](#)



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| Date   | 9:00 - 9:30am   | 9:30 - 10:00am | 10:00 - 10:30am           | 10:30 - 11:00am | 11:00 - 11:30am    | 1:00 - 1:30pm         | 1:30 - 2:00pm              | 2:00 - 2:30pm      |
|--|-----------------|----------------|---------------------------|-----------------|--------------------|-----------------------|----------------------------|--------------------|
| <b>Monday<br/>1<sup>st</sup> February</b>    |                 | Y5<br>Class 5B | Y5<br>Class 5R            | Y5<br>Class 5L  |                    |                       |                            |                    |
| <b>Tuesday<br/>2<sup>nd</sup> February</b>   |                 |                |                           |                 |                    |                       |                            |                    |
| <b>Wednesday<br/>3<sup>rd</sup> February</b> |                 |                |                           |                 |                    | Y6<br>Class 6C        | Y6<br>Class 6W             |                    |
| <b>Thursday<br/>4<sup>th</sup> February</b>  | Y6<br>Class 6AB |                | Y4<br>Classes<br>4D & 4ND | Y4<br>Class 4S  |                    | Year 3<br>Class<br>30 | Year 3<br>Class<br>3WH     | Year 3<br>Class 3V |
| <b>Friday<br/>4<sup>th</sup> February</b>    | Y2<br>Class 2G  | Y2<br>Class 2A | Y 1<br>Classes<br>1M & 1D | Y1<br>Class 1G  | Y2<br>Class<br>2HP |                       | Reception-<br>RN/<br>RR/RL |                    |



## Whinfield Primary School Learner Remote Learning AUP

### I understand that:

- These expectations are in place to help me keep safe when I am learning at home using Showbie.
- I should read and talk about these rules with my parents/carers.
- Remote learning will only take place using Showbie and during school time.
- My use of Showbie is monitored to help keep me safe.

### Only members of Whinfield Primary School community can access Showbie:

- I will only use my school provided email account and/or login to access remote learning.
- I will use privacy settings as set up by the school.
- I will not share my login/password with others.
- I will not share any access links to remote learning sessions with others.



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**When taking part in remote learning I will behave as I would in the classroom.**

This includes:

- Using appropriate language.
- Not taking or recording images/content without agreement from the teacher and/or those featured.
- Not speaking over the teacher or other pupils.
- Respecting the opinions of others.
- Raising hands to ask questions.

**When taking part in live sessions I will:**

- Not take or record images/content without agreement from the teacher and/or those featured.
- Mute my video and microphone unless otherwise asked by my teacher.
- Wear appropriate day clothing and be in a suitable location.
- Use appropriate alternative backgrounds.
- Attend the session in full. If for any reason I cannot attend the session in full, I will let my teacher know.
- Attend lessons in a shared/communal space or room with an open door and/or where possible when I can be supervised by a parent/carer or another appropriate adult.

**If I am concerned about anything that takes place during remote learning, I will:**

- Report my concerns to the member of staff running the session or tell a parent/carer.

**I understand that appropriate online behaviour or concerns about my safety during remote learning will be taken seriously.**

This could include:

- Restricting/removing access, following the schools Behaviour Policy, informing parents/carers, contacting police if a criminal offence has been committed.