

Moorside High School
Cellarhead Road
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Staffordshire
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www.moorsidehigh.net
Headteacher Mr S N Clarke

05/01/21

Dear Parents/Carers

RE: Remote Learning:

Firstly I would like to thank you for your consideration and patience at this very difficult time. We have received a number of kind comments and words of encouragement from parents this week, of which we are really appreciative.

I also hope that this letter finds you in good health and that you are managing to stay safe at home.

Currently and as per government guidelines, Year 11 are being taught remotely (online) using Microsoft TEAMS. Feedback from these lessons so far from both teaching staff and students has been very positive.

It is a very different way of working for us all and the vast majority of teachers are teaching from their homes. This of course brings additional challenges as many teachers of course are having to handle childcare as well as planning & delivering lessons. Please be mindful of this should there be occasional disruptions to some lessons.

From **Monday 11th January** ALL pupils of ALL year groups will be taught remotely on Microsoft TEAMS.

The students have already been shown, demonstrated and have trialed the usage of TEAMS within their ICT lessons and have also been given their email address and password in order to access their TEAMS account. Many students have also had lots of experience already of being taught through TEAMS at home since our return in September.

There is however a simple 'Step by Step' user-guide for both Students & Parents on our school website which takes you through how to access TEAMS and how to access your child's lessons. A direct link to this document is below and so I would urge you to read through this with your child in advance to eliminate any issues next week..

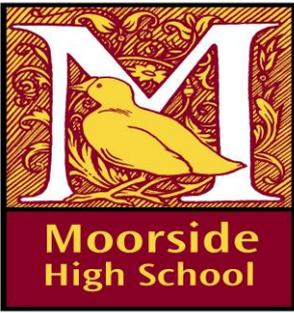
https://www.moorside.staffs.sch.uk/ckfinder/userfiles/files/MS%20Teams%20-%20Student%20Userguide_docx.pdf

I would also ask all parents to ensure that the students are aware of the following:

- Pupils are expected to **participate** in all sessions as per their timetable.
- All lessons will be scheduled onto TEAMS and will be scheduled at least 1 hour before the lesson.
- Pupils are expected to be **on time** for the session. Log on 5 minutes prior to the session.
- Pupils must have equipment ready: pen, paper, ruler (and any other equipment necessary)
- It is advised that pupils turn **off** all distractions around them (Mobile phones, consoles, TV)
- The Camera on TEAMS must always remain **off** for Safeguarding reasons
- The Microphone must also be **off** unless asked to answer a question as directed by your teacher
- There must be **No** inappropriate comments. Only use the chat as directed by your teacher
- Pupils must be aware that all sessions are recorded and the chat in the thread will be saved. Any **inappropriate behaviour** will result in your child being removed from the remote learning provision that we have in place for them
- Complete **all** tasks set, as directed by your teacher



Engage and Achieve



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Engage and Achieve

Most lessons delivered will be of 1 hour duration, although on some occasions it may be more appropriate for the teacher to open the lesson with a demonstration of task and instructions and then allow the student's time to complete this task. This however will be for a minimum of 10 mins and it is vital that the students then commit the time following this to completing the task.

In the occasion of staff illness or absence, pupils will be directed to alternative work set on the school website.

Prior to each lesson there may be supporting documents and resources that are required for the lesson and these will be uploaded onto the files for that lesson prior to the lesson starting. Wherever possible try to have these resources ready before the lesson starts, although I'm sure the teacher will guide you to these once the lesson has started. Instructions on how to access these files are also with the user-guide above.

Approximately every two weeks, your child will be assessed in some format for all subjects. This could take the form of a knowledge test/quiz, a formal written test, a piece of writing, a short assignment or even a project that will be submitted to the teacher. Again your teachers will discuss this with the students online during the lessons. Feedback will then be received, again in a variety of formats, following this assessment.

I would like to thank all parents and carers in advance of your support, encouragement and understanding during these times.

I would like to ensure you of our best intentions for all of our pupils and we will do our very best to ensure that your child's education and progress continues to develop and grow during these times.

Should you have access or technical issues to TEAMS then please do not hesitate in getting in touch with us within school. For password or email address issues please contact IT technician on nbentley@moorside.staffs.sch.uk

For all other issues then please contact reception in the normal way.

Thank you all again

Kind Regards

Mr. D. Finch

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