



Ark Conway Primary Academy

Thursday 7th January 2021

Remote Learning – Additional Information

Dear Parents and Guardians,

It has been so lovely to see so many of you (from a 2m distance of course!) when you have been coming into the playground to collect home learning resources and thank you for all of the positive feedback on our Remote Learning offer. If you were unable to come for any reason, please ensure that you contact the school office immediately by emailing info@arkconwayprimary.org to arrange a time to collect the items as they will be needed for your child to access their learning.

We are now beginning our Remote Learning! I am very excited that you will all have the chance to see the adults who work with you via Microsoft Teams. Below is some important information that will hopefully answer any questions you may have.

Live Lessons

It is vital that all pupils attend all of their scheduled live lessons or meetings. This is the best way of ensuring that they can make maximum progress over this half term. If they cannot attend the live lesson for whatever reason (e.g. due to illness), please inform the school office as soon as possible by emailing info@arkconwayprimary.org. We will be completing registers at the start of every live lesson to monitor attendance.

Recorded Lessons

If absolutely necessary, your child can access the lessons after they have taken place via the lesson recording on Microsoft Teams. However, please let the office know if you do need to do this by emailing info@arkconwayprimary.org and they will pass this information onto your child's teacher.

Accessing the Live Lessons

Please support your child to join each lesson 5 minutes prior to the start time to ensure that they can access it and are prompt for every lesson. If you have any technical issues, please first view the guidance video that has been uploaded to the



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school website (in the school closure section) and following that, email the office if you are still having difficulties.

Contacting the School Office

If you need to contact the school office for any reason, wherever possible, please email info@arkconwayprimary.org as you are likely to receive the fastest response this way. If you do need to call us, please use our usual school number 020 3249 1180, which will be available between 8:00am and 4:00pm.

Ark Conway Contacting Families

Each week, you will receive a minimum of one phone call from a member of staff in your child's class. This will be to touch base and find out how remote learning is going and if there is anything we can support your child with. These calls will appear as a private number on your phone so please do answer these as they are a great way of staying in touch. Thank you for your support with this.

SeeSaw

As we mentioned earlier this week, SeeSaw will be the platform we are using for pupils to upload their work to and there they will receive feedback from teachers. More information will be sent to you next week, including login details etc so do keep an eye on your emails!

Thank you all for your ongoing support. We already miss having the children in school such a lot so we can't wait to chat to them on Microsoft Teams very soon!

Yours sincerely

Rebecca Ross-Wood

Principal