



Headteacher: Mrs Lucy Miles

8<sup>th</sup> January 2021

Dear Parents/Carers,

### Re: Guidance for accessing Remote Learning resources

During the school closure we have transferred all our teaching to the Google Classroom platform. The vast majority of all students have had experience of using Google Classroom during their KS3 ICT lessons, the previous school closure and more recently this academic year.

Each student will have an individual Google Classroom for all their subjects and work will be set in those areas under the **Classwork** tab. Students are advised to follow their school timetables every day – we are currently in Week 2 – and access the Google Classrooms for the subjects they would have been expected to attend that day.

All the latest messages, notifications and live online lessons will be posted on the **Stream** page of these classrooms. This is where students can communicate with their teacher dynamically for any questions.

Teachers have been working very hard to ensure that structured and high quality materials are being posted as their remote learning resources. Feedback we have received from the previous school closure confirms that these resources enable students to re-watch, pause and repeat instructions. They provide maximum input and increased flexibility. We are using resources like these for our remote learning resources to ensure your child has a positive learning experience at home. These asynchronous materials will also be complemented with live online sessions for all year groups – which will be transitioned into from next week. Please see the Remote Learning Expectations document attached for further details.

We are pleased to offer what we believe is the right balance of structure, routine and flexibility whilst not compromising on quality and teacher contact. We are reviewing our systems all the time and would appreciate your comments in the survey that will be sent in the next couple of weeks. We appreciate this is a challenging situation for home and school but we are determined to make this a positive experience for all with your support.

Student guidance for logging on can be found on Show My Homework as well as on the school website. Please also read the Behaviour for Learning Addendum for expectations of students during this remote learning period.

Website link: <https://www.highfield.herts.sch.uk/page/?title=Google+Classroom&pid=93>

If you have any further questions, please do not hesitate to contact the school on [admin@highfield.herts.sch.uk](mailto:admin@highfield.herts.sch.uk)

Yours faithfully,

Sarah Waseem  
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Teaching & Learning

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