27 November 2020

Dear Year 4/5 Parents, Carers/Guardians,

We hope that you are all well. Thank you for your support this term. It is much appreciated.

In the (hopefully, unlikely event) that we have to shut down our “bubble” at school for a short length of time, we are sending you the children`s email logins for “Microsoft Teams.”

This would enable us (the teachers) to contact you to catch up and also to teach lessons directly to the children.

As well as this, we would be providing work online through our class blogs and we may also be contacting you directly by email and through phone calls.

Work may also be provided in paper form through the post. We know that different methods of support will help us to reach all of the children. “Microsoft Teams” is one avenue and it may be suitable for many, but not for all.

If the time came and we needed to use this facility, the teachers will alert you through an email and invite the children to join a chat or a lesson.

It is very important that teachers alone make the contact and that children do not instigate contacts between each other. Safeguarding is paramount and because this way of working is new to us, we will tread very cautiously in order to protect the children. For this reason, we ask that parents/carers/guardians keep these emails safe and they supervise the teams meeting and do not allow children access to the emails unsupervised.

When everyone has their email, the teachers may let you now that they are going to make contact at a suitable time and we can try it out.

We want to support in whatever way we can. It is harder to have the face to face contact because of the current situation, so please get in touch with us if you have any concerns.

Yours Sincerely,

B. Parris, E. Bartlett, M. Wright, L. Nute