



# Hill Avenue Academy

*Empower and Entrust*

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**Executive Headteacher:** Mr E Hateley

**Head of School:** Miss H Kahlon



12/01/21

Dear parents and carers

I hope you are all safe and well. I'd like to take this opportunity to thank each and every one of you for your continuous support and dedication in current circumstances. Thank you to everyone including children who have been accessing their learning via teams daily and have been following the weekly timetable (Available on Teams) effectively. I would like to clarify and explain how we would like our families to access our remote learning.

Please help us by completing the following:

- Send completed learning in all subjects back to the relevant teacher for marking using the TEAMS class notebook online platform.
- If possible, send learning back to the teacher as soon as it is completed rather than leaving it all to the end of the day. This will help them to keep up to date with the marking and assist them in planning their input for the following lesson.
- Please allow your child to work as independently as possible; this is a feature of our normal working
- Classrooms. Let us know if they have needed additional help or support.
- Use the TEAMS platform to keep track of the learning that is set for your child, monitor the learning your child has submitted and read the marking feedback provided by the teacher.
- Use the TEAMS platform to communicate any comments or questions to the teachers.

## Timetables

You will receive a weekly lesson timetable for your child which will be loaded onto TEAMS. This will remain constant to help establish a positive routine for the children and to help you organise each day at home. This timetable will also give you advance notice of when lessons will be, so that you can coordinate devices at home. Each week will begin with a 'Class Assembly'. The afternoons will be used for the children to complete learning set in the foundation subjects.

## Lessons

Children in Year 1 to 6 will continue to have learning set in all of their subjects over the course of the week. All teachers will include links to recordings, PowerPoints and practical or written learning opportunities for the children to access. The learning will be relevant, appropriately challenging for the children to complete independently at home.

We are keen not to burden parents with huge amounts of printing to do at home, nor to expect you to go out to try to purchase special resources, particularly in our national lockdown circumstances, so the work set will reflect this.

## Marking and Feedback

All of the learning will be marked by teachers. Some pieces of work, such as a creative piece of writing that has taken several lessons to produce, may require more in-depth marking and will not

be fully marked until the 'final' version has been completed. In these circumstances, targets for up levelling the work will be provided.

In order to ensure children's learning continues in this manner could I request all parents/adults to please monitor children when they upload onto Microsoft Teams. This is to ensure all guidelines are clearly followed so that certain expectations are adhered to such as:

- Only sending an email via Year group email in case you are finding something challenging (Please ensure children do not send a message via Teams or use chat options to speak to other pupils via teams).
- Please only upload learning in the class notebooks section (Please do not upload anything into the main files section or the activity section as this is for teachers to update pupils with any extra information).

If you require any further support with remote learning please do not hesitate to get in touch with us via the year group emails. Thank you all for your continued support.

Yours Sincerely

Miss H Kahlon

Head of School