

Dear Parents and Carers,

We hope you are all staying well; we are missing you and your children's lovely smiling faces in school.

During this Lockdown, our online learning is provided through the Google Classroom platform – we hope you are enjoying this and getting to grips with it. Thank you for your patience and perseverance with the technical issues. We are all on a steep learning curve! There are just a few points I need to make you aware of:

- Please ensure your child turns the camera and microphone **off** when asked.
- Some sessions are being recorded, so children can access later (staff will inform you if they are)
- If sessions are being recorded, no children can be visible, so it is **essential** please, that this instruction is followed (otherwise we are unable to use the recording)
- Microphones need to **muted** to allow everyone to hear clearly.

Thank you for continued support. Please remember we are here to support you and your family so do not hesitate to contact us, if needed.

Kind Regards,

Kate Arnold

Head of School