

12th June 2020

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Dear Parents/Guardians,

I hope you and your families are keeping safe and well. As part of our continued commitment to home learning at this time, the Academy will be moving towards 'live' teaching from Tuesday 16th June 2020.

Live teaching lessons are designed to support your son/daughter with their learning and therefore it is important you encourage attendance every day. Following the timetable below they will need to log onto the relevant subject Google Classroom and click on the link that will be posted there each day. To facilitate movement between the online learning spaces and a comfort break, a 10-minute break has been inserted between each session.

| 1st, 2nd, 3rd Forms | Monday | Tuesday | Wednesday | Thursday | Friday |
|---|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| 9:00-9:30 | PE session | | | | |
| 9:40-9:50 | Tutor Time |
| 10:00-10:50 | Maths | English | Science | Maths | English |
| 11:00-11:50 | English | Science | Maths | English | Science |
| LUNCH | | | | | |
| 12:20-13:10 | Science | Maths | English | Science | Maths |
| 13:20-14:10 | Project / independent learning |

| 4th Form | Monday | Tuesday | Wednesday | Thursday | Friday |
|-------------|------------|------------|------------|------------|------------|
| 9:00-9:30 | PE session | | | | |
| 9:40-9:50 | Tutor time |
| 10:00-10:50 | History | Languages | Option A | Option B | Assembly |
| 11:00-11:50 | Science | Maths | English | Science | Maths |
| LUNCH | | | | | |
| 12:20-13:10 | Maths | English | Maths | Maths | English |
| 13:20-14:10 | English | Science | Science | English | Science |

For a successful session, pupils are asked to make sure that their cameras and their microphones are switched off. Should they have questions, they are encouraged to type their questions on the 'chat' stream, to be answered at an appropriate time during the session.

If possible, pupils will benefit from having a quiet space at home, and headphones to improve sound quality. The live session can be accessed via all devices.

Please see the attached Frequently Asked Questions that provides further information. Should you have additional questions or require further information please email info@trinityacademylondon.org with the subject 'live lesson'.

We look forward to being able to provide this more personalised method of distance teaching and further supporting your son/daughter in their learning.

Yours faithfully,

Ms I. Fletcher-Blackburn
Assistant Principal

Frequently Asked Questions:

What is 'live' teaching?

Live teaching is the term that has been given to online lessons where the teacher and pupils are together in the same learning space. This provides an opportunity for questions to be answered immediately, to help support understanding of a task, and to provide immediate feedback.

Why is the Academy moving to 'live' teaching?

The Academy has adopted this new style of delivery in response to feedback from pupils, parents and teachers who want a more personalised approach to remote learning. Our trial lessons have provided us with feedback that live lessons are clear, pupils feel more connected, and have a logical structure to enable progress.

What will a 'live' lesson look like?

We do not have a one-size fits all model as each subject is a unique discipline. Curriculum Leaders have chosen the style of live teaching that best suits supporting pupils in their subject. This will usually take the form of a short introduction, followed by independent work, ending with a knowledge recap quiz. Lessons will not take the form of a 50-minute lecture and there will be times when the teacher will not be speaking whilst your child undertakes associated tasks.

Do I, as parent/guardian, need to give written consent?

No. Attendance at the online sessions is taken as your consent. If you would like to opt out of 'live' lessons, please contact your son's/daughter's tutor.

Do I need to download anything for this to work?

The live teaching is using a feature of Google Classroom. If your son/daughter uses a laptop or computer, you will not need to download anything. If he/she uses a smartphone or tablet he/she will need to download the 'Google Meet' app, which is free. Please ensure this has been downloaded before Tuesday 16th June 2020.

What if my child cannot attend?

It is the expectation that all pupils attend their sessions at the timetabled time. Attendance and punctuality are extremely important to academic success. During Tutor time every day, we will be taking an 'attendance' register. If your son/daughter is not present they will be marked as absent and this will trigger a phone call home from our attendance team, as is standard Academy practice if a pupil is absent in the morning. If your son/daughter is unable to attend and has a legitimate reason, we will provide a recording of the lesson. It is the expectation that, as far as possible, pupils attend at the allocated time so that they can participate in the lesson, ask questions, and seek feedback for their own improvement.

Is attending the live lessons safe for my child?

Yes. We ask that you help make sure that the microphone and camera are switched off when your son/daughter joins the lesson. There is a 'chat' stream that teachers are likely to ask pupils to write answers in / teachers will provide links to further learning. We ask that

you discuss with your son/daughter what is and is not appropriate to post. We understand that they will likely want to say hello to each other, and feel part of a classroom community, particularly during lockdown, but the chat should not be used to have conversations with each other, but rather to have conversations about the work. Staff have the ability to mute microphones, turn off cameras, and remove pupils who are causing any difficulties. You will be informed by a member of the pastoral team if your son/daughter is not behaving appropriately in the learning space.

Will using these live lessons expose my child's mobile number/ personal data?

No. We have taken care in looking into the safest methods for online teaching. Using Google Meet means that your son/daughter will use their Trinity Academy account details. If using the app on a mobile, this does not share a mobile phone number. No personal details are shared. Our Google Classroom is a secure site that can only be accessed via a Trinity Academy account.

What is the morning PE session?

We will be posting a video by fitness expert Joe Wicks every morning to help our pupils remain active. We encourage our pupils to take part in this.

Will this timetable change?

We do not know what the future holds for schools re-opening fully. This timetable will run until the end of the term (Thursday 16th July 2020). If the timetable needs to change, we will provide clear communication to you, updating you of any changes.

I do not have a device / laptop my child can use. What should I do?

If this is the case, please get in contact with the Academy and we will endeavour to supply you with a device. Devices are allocated based on need and are not a guarantee. If you have multiple children at home using one device, sessions are recorded so your son/daughter can access them at a time that suits your family situation. Please note that attendance to Tutor time is essential, so if possible, please allow your son/daughter priority of a device during this slot.

I do not have access to the internet. What should I do?

Please inform your child's tutor who will discuss with you the best solution to support your son/daughter in their learning.

What if my son/daughter has forgotten their log on details?

Please inform your child's tutor who will provide you with their log in details.