



Dear Parent/Carer

Whilst the school is closed following the latest government guidance (except for vulnerable/keyworker children), we expect your son/ward to continue his daily learning using Google Classroom. If he develops coronavirus symptoms, please book a test and inform the school if he has Covid-19. If your son/ward is ill, he will not be expected to complete work at home, but he will be expected to catch up with any work missed once he feels better.

An email has been sent home on 5<sup>th</sup> January, via email, which contains the Google Classroom codes for all of the subjects your son/ward studies. He should already be a member of all of the classes, but he can check through this email in case he has missed some. You can also find these codes on the school website under [Remote Learning](#).

Teachers will set work in line with how often they would teach a class. Work should be found in every Google Classroom, for every subject, under the **Classwork** menu. It will be organised in date order, so your son/ward simply needs to find the work for that day. Depending on the year group/subject, some teachers will run live lessons or have lessons pre-recorded with additional support for their students.

Teachers will expect your son/ward to turn in completed work regularly and they will offer feedback and support throughout the time he is working at home. If you have any questions as a parent/carer, you can send a teacher a message, using the **Private Comments** under each assignment, via your son's account. Please make it clear you are the parent messaging not your son.

### **Additional Work**

Additional daily learning activities can be found on our school website under **Remote Learning – Oak Academy Daily Lessons**. You can simply click on the Oak Academy link and then select the relevant year group. A set of daily timetabled activities with videos and quizzes are available to work through in addition to the work set in school.

### **Help**

- If your son has forgotten his password he needs to email [ictsupport@mosslands.wirral.sch.uk](mailto:ictsupport@mosslands.wirral.sch.uk)
- If you **do not have a computer at home** to access Google Classroom, contact your son's house office by phone or email and explain the issue. We will then look at providing you with a computer on loan.
- If you want regular updates about how your son/ward is getting on with their remote learning you need to become a [Guardian](#) (please see overleaf for more information regarding this)

### **House Office Email Addresses**

[Ruskin@mosslands.wirral.sch.uk](mailto:Ruskin@mosslands.wirral.sch.uk)  
[Faraday@mosslands.wirral.sch.uk](mailto:Faraday@mosslands.wirral.sch.uk)  
[Grenfell@mosslands.wirral.sch.uk](mailto:Grenfell@mosslands.wirral.sch.uk)

Please see the guidance on the back of this letter for further support and we look forward to seeing your son when our school reopens to all.

Yours sincerely

Mrs A Cassidy Assistant Headteacher – Raising Standards



## Remote Learning Guidance for Parents/Carers

- Please look through the trouble shooting guide for parents to help you resolve any issues. This
- To login to **Google Classroom** from home to access the work set by subject teachers, go to <http://classroom.google.com> click 'Sign In', then 'Google Classroom'. Your son should use his school email address and password when prompted.
- Parents/carers and students have been emailed a personalised list of all relevant Google Classroom codes for every class they are taught.
- You can also find the access codes to all of his Google Classroom online classes via the school website, under [Remote Learning](#) and under the [Students](#) menu option.
- Parents **are not** able to join Google Classroom classes. Google for Education is a closed, private learning platform, which your son has access to via the @mosslands.co.uk email address issued to him upon joining us.
- We encourage our students to become responsible digital citizens, part of that learning involves choosing strong passwords and keeping them safe; passwords should never be shared with their peers. Should you wish to see the online learning platform, your son will need to share his password with you.
- Google Classroom offers a digital space for your son to view class announcements, access posted course content, view posted assignments, and turn in completed work.
- As a parent/carer, you have the opportunity to join the platform as a [Guardian](#). Unfortunately, only one parent can be a guardian. You will have received an invitation to join as a guardian via a school email. If you haven't received your invite, please email [ictsupport@mosslands.wirral.sch.uk](mailto:ictsupport@mosslands.wirral.sch.uk)
- Guardian email summaries contain; missed deadlines and upcoming work, class activities — announcements, assignments, and questions recently posted by teachers. Email summaries **do not** include grades.
- Teachers may use **Private Comments** within your son's work to provide him with feedback. In turn, your son can use this feature to highlight any problems or concerns. His teacher will then receive an email notification and will be able to support in a timely fashion.
- The Mosslands School promotes the work-life balance of its staff. We do not expect our staff to respond immediately to emails or to respond outside normal working hours.
- If you have any concerns regarding accessing any of the work please contact [ictsupport@mosslands.wirral.sch.uk](mailto:ictsupport@mosslands.wirral.sch.uk) in the first instance.
- **Additional daily learning activities** can be found on our school website under **Remote Learning – Oak Academy Daily Lessons**. Students can simply click on the Oak Academy link and then select their year group. A set of daily timetabled activities with videos and quizzes are available to work through.