

Home Learning for Reception and KS1

Home learning lessons will be provided in a variety of different ways for pupils;

1. Live lessons
2. Pre-recorded lessons
3. Presentations with audio voice over
4. Independent learning resources

How can live lessons be accessed?

Live lessons will be provided via TEAMS. The class teacher will send pupils an invite; the link will need to be clicked on this invite at the correct time to join the lesson. For more information about the expectations of pupils during live lessons, please see the separate live lesson guidance in the non-negotiables document.

How can pre-recorded lessons, presentations with audio voice over and independent learning resources be accessed?

Year 1 and Year 2 pupils will continue to use Microsoft Teams to access their lessons and work set.

Microsoft SWAY will be used to set work for Reception pupils whilst they are working at home. All work will be set on SWAY and pupils can submit their work using Class Notebook.

Microsoft SWAY is the equivalent of a powerpoint presentation, however it reformats depending on the device that it is being viewed on.

An email will be sent each morning to pupils from the class teacher. Pupils need to click on the link in the email which will take them to the relevant SWAY video.

Pupils can work through the SWAY presentation and complete any tasks set.

How is work submitted?

Work will be submitted via the Class Notebook app on TEAMS. Class Notebook is like an online exercise book. Pupils can use this to complete work set electronically, or to upload pictures and files of work completed by hand or on a computer.

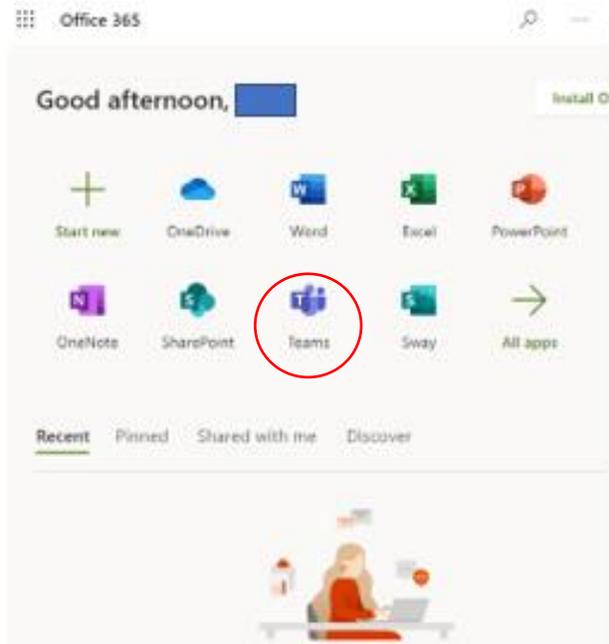
How can TEAMS and class notebook be accessed?

Step 1 – sign into the app

Go to www.office.com on your internet browser and once in the website, click sign in.

Sign in using the details provided in your child's planner.

Once logged in you will be on the below page:

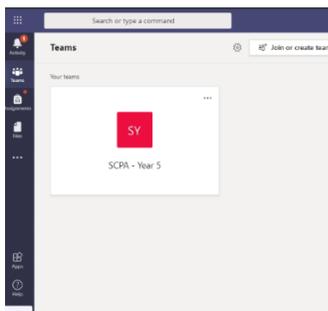


Step 2 – open class TEAMS folder

Please click on the TEAMS icon on this screen.

Once you are on TEAMS, it will give you the opportunity to use either the web app or the Windows app. It will work in either but generally the app is more reliable.

Your TEAMS screen will look like this:



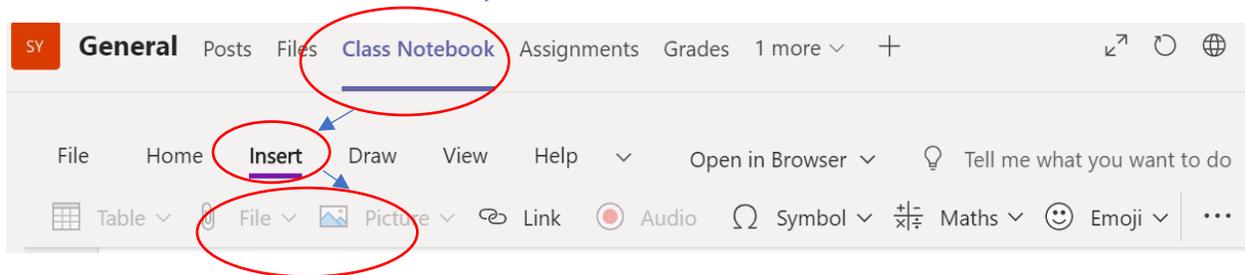
Step 3 – submitting work

Work will be submitted in two ways, using Class Notebook;

1. Class Notebook – electronic work set in the notebook
2. Class Notebook – picture or file upload

Your teacher will let you know how you will be submitting work for each subject.

Class Notebook is next to the 'files' tab. To insert a picture of your handwritten work you click on 'insert' and then 'picture' or 'file', depending on which format you choose to upload your work in.



Further Support

We know that this way of working is different to how pupils usually learn in the classroom, and to help facilitate any IT queries which you may have we are holding weekly online 'drop in' sessions for parents. A link to this drop in will be emailed to parents in a separate email at the start of next week.

If you would like any more help with the TEAMS application, please see the following youtube tutorials below;

How to install Teams: https://www.youtube.com/watch?v=A_dHS0VVmWU

How to install Teams via iOS: <https://www.youtube.com/watch?v=Ot8mtCQXg2s>

How to use Teams – The Basics: <https://www.youtube.com/watch?v=ZWDSN9AfNBg>