



Launceston College

A Multi Academy Trust

23rd September 2020

Dear Parents and Carers,

I am writing to you to keep you informed about our planning for students learning from home (remote learning).

We know that the best way for most of our students to learn is in College, with their peers, and having face to face interaction with their teachers and support staff. However, we have been planning carefully for the possibility that some students may need to avoid coming to College, potentially at short notice. If this situation arises, we want to make the transition to remote learning as clear and seamless as possible, and provide support for them to keep learning and making progress.

If you are unsure about whether to send your child to College, please refer to the guidance issued by the College on this.

If your child is unable to come to College because government Covid-19 guidance has directed them to stay at home, and they are well enough to keep doing work, their class teachers will make work and resources from each lesson available for them to access. Please contact your child's House team if you have queries or questions about this.

If Public Health England directs the College to close one or more of the year group hubs, and your child is unable to attend College for a period of time, we are committed to maintaining:

- Structured daily remote lessons and learning opportunities which follow your child's normal timetable
- Live lessons and interactions for all students, across each Faculty area, using either video or audio through Google Classroom
- Personalised teaching, guidance and feedback for students, wherever possible with their normal class teacher
- Recorded 'explainer' videos specific to your child's subject and curriculum requirements, using Loom, posted on Google Classroom
- Provision for daily tutor time and weekly Information, Advice and Guidance (IAG) lessons on Google Classroom
- Contact and communication from pastoral teams and learning support staff where appropriate to support your child's learning.

Google Classroom and e-contact book

We are continuing to review and improve the clarity of our online work setting systems. In order to help us achieve the most effective remote learning, we are now moving away from the homework setting aspect of the e-contact book, and all homework and remote learning will be set on Google Classroom. This platform allows more responsive and interactive setting of work, and the safe delivery of live online lessons, all in one place.

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At present, we are not in a position to offer a parental view of Google Classroom, and we are continuing to work on providing this. If you have a query or concern about homework setting, please contact your child's House team.

We have refreshed and updated our 'how to' guides on the College website, with short videos explaining how students can access their Google Classroom accounts.

What is Google Classroom?

Every class that your child is in will have a Google Classroom. This is a secure area where work can be set and submitted. Teachers will give feedback and teach live online lessons securely from these virtual classrooms.

What is Loom?

Loom is an online video creating service which allows teachers to record and broadcast their computer screens, recording a commentary over the top. Our teachers will be using this platform to provide personalised explanation and feedback to students. It is a cloud-based service which means students click on a link and watch the video whenever they like, with no need to download large files. The links to these videos will appear on Google Classroom, so students do not need to log in to Loom.

Live Lessons

The live lessons will be short sequences at the start of your child's normal timetabled lessons. They will typically last approximately 15 minutes, and will set up the learning for that lesson, and give students the chance to listen to specific explanations and ask questions. Teachers will be available for the remainder of the lesson to answer emails, respond to questions and give feedback on the Google Classroom stream. Keeping everyone safe online is a high priority, so please do remind yourself of the video learning safeguarding guidance and code of conduct on the College website, and which we will also share with students.

What if my child can't access the live lessons?

We do recognise that live streaming lessons on Google Classroom is not possible for all students. If your child is unable to access the live stream, there will also be resources posted to support each lesson. We will be using Loom to create short videos which allow the teacher to explain concepts and ideas. These can be watched at any time by students. If you have difficulties with IT, please contact your child's House team and let them know.

Communicating with students

We have been explaining to students during tutor times and IAG lessons how each of the above scenarios will work, and sharing our expectations of students in the event that they cannot attend College. We will show them how to use Google Classroom and how to access resources.

If you have a query about any aspect of remote learning, please contact your child's tutor or Head of House. If you have a specific query about a subject, please contact your child's Head of Faculty. Their names and email addresses are on the College website.

Yours faithfully,



Daniel Wendon
Director of Teaching and Learning