
15 August 2020

Dear Parents and Caregivers,

With this swift and immediate move to Level 3, we would like to outline the process the school will be taking to initiate 'remote learning' for the duration of time we may be unable to attend school.

Remote learning will begin for individual year groups on Monday the 17th of August. The format for each year group will be very similar to how it was in our previous lockdown, with the exception of adding in regular Zoom or Google Meet video calls.

Of significant importance to all is the interaction between children and their teachers. This is important to the wellbeing of not only our pupils' learning but also the wellbeing of our Murrays Bay community. With this in mind, teachers will be hosting regular Zoom or Google Meet video calls to maintain this vital relationship. Your child's teacher will be in touch in regards to how they will facilitate these sessions and the times that they are to be held. The main purpose of this is to allow children to engage with their teacher and vice versa.

Zoom or Google Meet sessions will be held on **Mondays, Wednesdays and Friday mornings**. Here is the timetable for the school:

9:00-9:30	Year 0/1
9:30-10:00	Year 2
10:00-10:30	Year 3
10:30-11:00	Year 4
11:00-11:30	Year 5
11:30-12:00	Year 6

Please bear in mind that these sessions are **only for communication between teacher and child**. Therefore, whilst parents may need to help set up and open this session, we ask that once joined you turn off your microphone to allow the teacher to talk to all children.

When live streaming, teachers have the ability to mute audio and video of those on the group chat. However, we would like to ask parents to please talk to their children about the following points related to being present during a live streaming session.



-
- If you wish to attend please be on time.
 - Make sure that your child is dressed appropriately.
 - Sit upright, no slouching or leaning backwards - as they would be in class
 - Place your device so that your background is a solid wall or curtain.
 - Make sure that you are seated in a place where no one will walk behind you and be visible to others in the meeting. (essential to ensure online safety)
 - The only person that should appear in the meeting is the child. One exception is if you have a sibling who is in the same year group as you and needs to be at the same meeting.
 - The teacher may mute everyone and only allow one person to speak at a time.
 - Any comments must be positive.

Similar to the last time we started the remote learning process, the Learning Leader of your child's year group will send out an email outlining guidelines for you to refer to when beginning the remote learning programme. Your child's teacher will contact you via email on Monday the 17th as a start to the remote learning programme. Zoom / Google Meet sessions will commence at some point throughout the week. Your child's teacher will be in contact via classroom communication forums (eg seesaw, google classroom, email), with details.

These continue to be unprecedented times with nationwide use of remote learning set to continue again. The format that remote learning will take this time around may look different and yet our desire to make it user-friendly for all remains the same.

As was mentioned during our last lockdown and duration of remote learning, we understand that each day you will be trying to work, parent and teach. You can't do all of these things at the same time and we do not expect you to do so. Where possible keep it fun and just do what you can. Try to get plenty of fresh air and keep your children moving!

This 'live streaming forum' is NOT to be used as a question and answer session for parents. Should you have any questions (similar to our last lockdown) please email your child's teacher for clarification. If you have any technical difficulties related to your child attending a live stream session, please contact the following people who will endeavour to provide you with as much support as possible.

Paul Hoffman	(paul@murraysbay.school.nz)
Kate Payne	(kate@murraysbay.school.nz)
Lainey Mills	(lainey@murraysbay.school.nz)





Murrays Bay Primary School
Clematis Ave, Murrays Bay,
North Shore 0630,
Auckland, New Zealand
Phone: 09 478 6239
www.murraysbay.school.nz

Please don't overlook spending time exercising indoors or outdoors. Fitness and fresh air is key to staying healthy at times like this. It is a key part of the school day too and your child is used to taking part in fun activities that raise their heart rate. Make it fun and do it together - your back will thank you for a break from sitting over a computer.

During Level 3, school is open only for **children of families who need it** (those whose parents/caregivers need to work away from home). If you need your children to attend school during Level 3, please contact the office on office@murraysbay.school.nz by Sunday 16th August at 12pm.

Thank you for your support in helping us to ensure that your child's learning continues during this time. Please remember to be kind to yourself and your family. We look forward to connecting with you in the upcoming weeks.

Yours sincerely,

Hayden Iles
Principal

