



# PARK HILL JUNIOR SCHOOL

Stanhope Road  
Croydon  
CR0 5NS  
Tel: 020 8686 8623  
Head Teacher: Mrs A. Pratt  
[www.phjs.co.uk](http://www.phjs.co.uk)

4th January 2021

Dear Parents / Carers,

Thank you for your support and understanding while we responded to the latest Government advice and implemented our remote learning provision. We are following Government guidelines regarding our remote learning offer, which will be detailed below. Pupils who have been offered on-site provision (letter of confirmation sent on 04/01/2021) will also be following this remote learning programme alongside their peers who are accessing from home.

## Daily Registration

All pupils must attend the daily online registration using the Google Meet weblink that is displayed in the classroom each morning. Year 3 and 6 have their registration between 9:00-9:15am, with Year 4 and 5 attending 9:15-9:30am. If two or more siblings are sharing a device and have a clash in time slots, please can both children attend one of the sessions but inform the teacher running the session. Phase Leaders will be contacting parents of children who do not attend these sessions. The staff enjoyed seeing the pupils at the online registration session this morning.

## Google Classroom

All pupils are expected to log into their Google Classroom accounts on a daily basis. They will receive an average of at least three hours of learning per day, however not all tasks need to be completed online, especially as we know that many families are sharing devices, and parents are working from home.

Year Group Teams will set various learning 'assignments' (tasks) which link to the termly plan. Most days there will be a maths, English/topic, guided reading and foundation (science/history/geography etc) lesson to participate in. Where possible, there will be a short recording or video for your child to watch which will help explain the learning. Your child will then need to complete the tasks throughout the day and submit so that they can receive feedback from a member of staff within the year group. Instructions of how to access Google Classroom (including how to submit tasks) can be found on the letters page of our website.

## Daily Live Drop in Sessions - Optional

During the day there will also be a 15 minute live 'drop-in' session which is optional for children to attend, starting Tuesday 5th January. The purpose of the drop in sessions is to answer any questions about the learning that have arisen from the tasks. This is not a social occasion to have a conversation with their peers. A Google Meet link will appear in the Google Classrooms just before the sessions and the whole year group will be invited to one session per day. These will run from:



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- 12:00 - 12:15pm daily - Year 3 optional live drop in
- 1:15 - 1:30pm daily - Year 4 optional live drop in
- 1:30 - 1:45pm daily - Year 5 optional live drop in
- 1:45 - 2:00pm - Year 6 optional live drop in

Teachers from the year group will run these sessions so please be aware that it may not be your child's class teacher as they may be on the rota for the onsite provision.

### **Weekly Assemblies - starting week beginning 11/01/2011**

These were extremely popular during the Spring/Summer term remote learning periods and gave the children time with their class teacher and peers in a more relaxed Google Meet session. They may play games or have a conversation about activities that have taken place recently. These sessions will start again next week, week commencing 11th January during the following time slots:

- Monday 2:45 - 3:00pm - Year 3
- Tuesday 2:45 - 3:00pm - Year 4
- Thursday 2:45 - 3:00pm - Year 5
- Friday 2:45 - 3:00pm - Year 6

### **Behaviour online**

Prior to joining their assembly, we would be grateful if you could share the following guidance with your child:

1. **Location** - Please make sure you are in an open area where an adult can monitor the session. If the computer is in a separate room, please make sure the door is always open.
2. **Background** – Please ensure the background behind you is clear from any items that may be private or provoke sensitive issues.
3. **Audience** – No-one else should be visible on screen during the assembly. This includes parents and siblings please.
4. **Dress appropriately** – There is no need to wear school uniform for the assembly, but please make sure you are properly dressed. You should not be in your pyjamas or wearing any controversial slogans.
5. **Ground Rules/Etiquette** – Your teacher will share these with you at the start of the assembly. Please listen carefully to these. If you cannot follow the ground rules, you will be removed from the assembly and may have your access to Google Meets removed.
6. **Language** – Please use appropriate verbal and body language during the assembly.
7. **Technology** – As the Google Meet platform is new to everyone. Should there be any technical difficulties, please be patient and we will try our best to solve any issues that may arise within due course.

### **Communication**

The school office will be open as usual. This will be your first point of contact via email or phone call.

The following email addresses will remain open, for you to communicate with staff members, should you need to. In addition, the Leadership Team email is available if you need confidential support.

[office@phjs.foliotrust.uk](mailto:office@phjs.foliotrust.uk)

(For general office enquiries)

[phjssl@phjs.foliotrust.uk](mailto:phjssl@phjs.foliotrust.uk)

(For confidential support /request for school or FSM provision)

[it@phjs.foliotrust.uk](mailto:it@phjs.foliotrust.uk)

(For IT enquiries including Google Classroom/passwords)

[safeguarding@phjs.foliotrust.uk](mailto:safeguarding@phjs.foliotrust.uk)

(For safeguarding concerns and family support)

The staff will respond to emails between 9am and 4pm, and our phone line (020 8686 8623) will still be open.



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**Please ensure that we have the most up to date contact information for you - email address and two phone numbers.** If you are aware of any families that may not have received this letter, we would be grateful if you could alert them that a copy can be found on our school website: [www.phjs.co.uk/news-letters/letters](http://www.phjs.co.uk/news-letters/letters)

We thank you for your support during this period of remote learning for the children at home. Please be aware that plans may be adjusted over the next few days as we settle into a new routine, and will keep you informed of any changes.

Stay safe,

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