



Forest Lodge Academy

A L.E.A.D. Academy

Address: Charnor Road, New Parks, Leicester, LE3 6LH  
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www.forestlodge.leicester.sch.uk

Headteacher: Mrs C Caldwell

14<sup>th</sup> January 2021

Dear Parents/Carers,

I am writing to you with regards to our Home Remote Learning offer and expectations we have of pupils and how we can support yourselves and pupils during this time of school closure.

Firstly government guidelines state that we need to provide Key Stage 1 pupils with around 3 hours of online learning (Early Years slightly less) and Key Stage 2 pupils 4 hours of remote learning per day. Early Years pupils will be using the Evidence Me platform and Key Stage 1 and 2 pupils the Microsoft Teams platform. The work will also be available on the school website if access to these platforms were to be an issue. Work on the website can be accessed through the Home Learning Tab and then appropriate class page.

As you know we have developed our offer over this time. Year groups have emailed parents and pupils with an example timetable of what will be available each day. This is also on the website at the beginning of each class page. Like you, we are developing and training ourselves to get used to this new way of working. You will see that the daily lessons are becoming more active with the use of recordings where pupils can see a familiar member of staff and have more teacher instruction and demonstration. As confidence in technology grows for both pupils and staff we will enhance this offer over the next few weeks by moving to carrying out several live lessons over the course of the week. More information will be sent via email.

As a parent/carer I know this is an incredibly hard time to manage learning and for some of you working from home too however, we are working hard to ensure many of these activities are suitable for pupils to carry out independently once set up. Please do not expect too much or too little from your children. All pupils are expected to complete as much as possible and if this is not all of the lessons at first this is understandable. We do though expect at least a few tasks to be sent/uploaded back onto the platforms each day so that we can mark and give feedback individually. Please ensure pupils do send daily activities in as this is evidence that learning is taking place and we have to report this.





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Staff members will keep logs of work completed and will also make contact with you all by telephone to support you all.

As you can appreciate none of us want these months of remote schooling to impact on pupils' ability so it is essential that they do engage and stick to a daily routine as much as possible. I understand that if timings are not suitable throughout the day work can be accessed at a time suitable to you.

Staff will access emails and TEAMS and give feedback from 9 am until 4.30 pm and this will continue daily. If you send work in after this time the response will not be sent until the following day. Please be mindful that staff are also teaching groups in schools if it is not responded to immediately it will be within a few hours.

Please speak to us for any support needed and we will try our best to help as necessary.

As we develop our remote learning approach below we have attached guidelines that we would like all staff, pupils and parents to follow when accessing remote learning or TEAMS live.

As always we are thinking of you all, take care and keep safe.

Yours sincerely

Mrs Caldwell  
Headteacher

