



19th March 2020

Dear Parent/Carer,

It is with great regret that we must now close our school following the government's most recent announcement, and in the hope that this will help to delay the spread of coronavirus. The Government has made these recommendations in order for social distancing to take place. Our school will therefore close to the majority of pupils from the end of school on Friday 20th March.

Exceptions to this will be our most vulnerable pupils and children of key workers who would require adult supervision at home and where there are **no other childcare options available**. We understand the important role played by such parents in the front line of support, and you will have received communication regarding this earlier today. This information is being collated centrally by the Trust and further communication will follow once we have made arrangements for next week.

These are extraordinary times which demand extraordinary measures, and we are wholeheartedly committed to sustaining our pupils' education at a distance, as best we can. Our ability to do this will naturally be influenced by the health of staff themselves and of their families.

Please find below details of arrangements and guidelines to support your children during the period of school closure. Our intention is not only to support continuity of learning, but also our pupils' well-being and happiness at a challenging time.

We have included a Home Learning Resource pack for your child. Inside you will find lots of resources to help to reinforce their prior learning whilst they are not in school. In addition to this, teachers will be providing extra resources and activities regularly. These will be uploaded to our online learning platform "Microsoft Teams" and a dedicated area on our school website. You will be able to access these on phones, tablets and computers.

To access resources on the school website

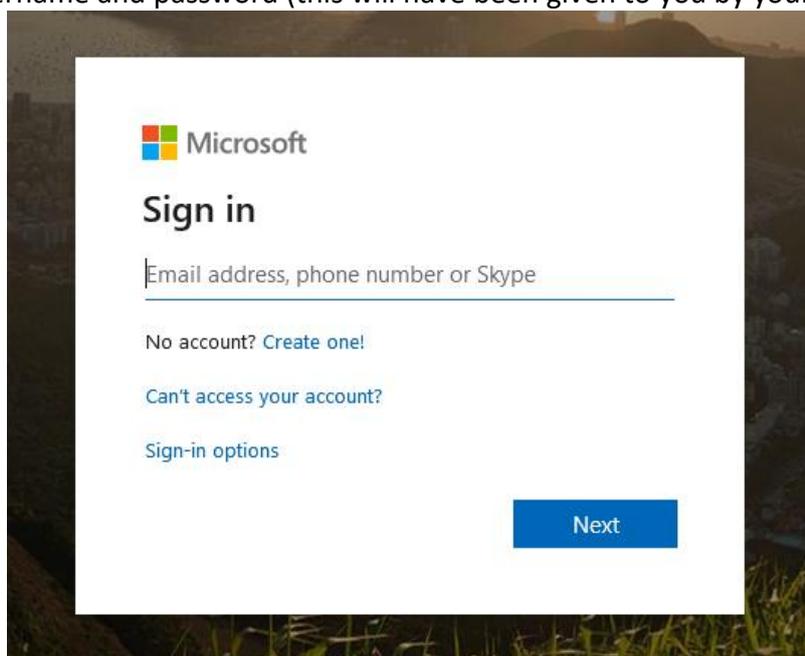
- Log on to www.parklandprimary.co.uk,
- Click on the **PUPIL ZONE** tab at the top of the page.
- Click on the **Home Learning Area**
 - In here you will see folders for each year group which will contain further activities and links to educational websites that you might like to access.
 - There is also a folder called **Healthy Body and Mind** which has lots of activities to keep your child active whilst at home.
 - The folder called **Support for Parents** has details of local support groups, food banks and financial help etc. which you may need to access whilst school is closed.

Microsoft Teams is an online platform used by all schools at Discovery Schools Academy Trust, it allows remote collaboration and working between users. This service is already used widely amongst staff and we are now rolling this out to students and parents to allow remote teaching and communication. Further guidance for using this can be found in the Support for Parents area.

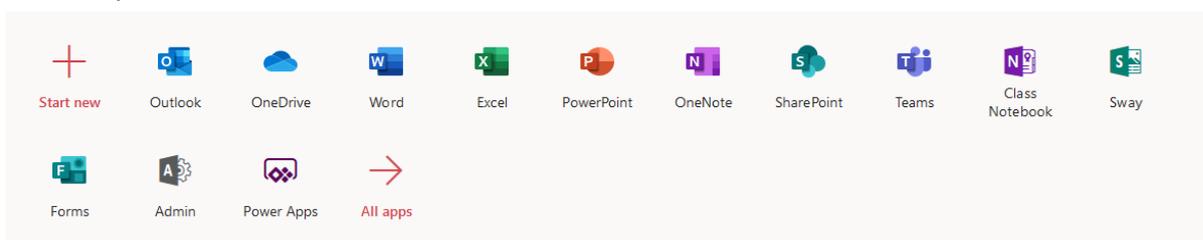
There are a number of ways to access Microsoft Teams, which are detailed below.

Accessing Teams via the website

To log in via the Teams website, you will need to browse to www.office.com, click sign in and enter your username and password (this will have been given to you by your school).



Once you have logged in, you'll be presented with the available apps (shown below). Click on Teams to open it.



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Accessing via an app

You can also access Teams using either an IOS or Android app, these are available from their respective app stores (Just look for the logo below). Just search for Microsoft Teams and once installed, simply log in using the same username and password.

Yours sincerely

Mrs S Bishop
Headteacher



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