

Dear Parent,

I hope you are well and coping with the current home-schooling regime. From the Deputy First Minister's announcement at the end of last week, you will be aware that it is possible remote learning may continue beyond the beginning of February. I believe a further announcement from the First Minister is expected today.

In the meantime, in order to help you to support and direct your child's online learning, I thought the following information might be helpful:

- Lessons are provided through pupils' Google Classrooms. Pupils should already be active on each of their Google Classrooms, but can find all of the relevant access codes, should they still need them, on the yeargroup Google Classroom. If your child is still having difficulty accessing any of the necessary classrooms, please simply telephone or email the school office and someone will be able to help you.
- Core lessons will be voiced/video lessons which pupils can re-play as often as they wish. These will be accompanied by exercises and homework tasks that pupils will be asked to submit in the usual way. This approach ensures that no pupil misses out on direct teaching as a result of connectivity issues, shared devices or any other reason. In most cases, there will be a separate core lesson for each normal timetabled lesson.
- Teachers are available 'in real time' during each of the normal timetabled teaching slots to answer any questions that pupils wish to ask about that day's video lesson, or to go over any concepts that pupils need reinforced. Pupils can of course still send questions to teachers outwith these times, but should be aware that they may not receive an immediate reply. I would ask pupils to be mindful of the fact that a large proportion of our teachers have young children at home, or other caring responsibilities, so pupils may find that their questions are sometimes answered outwith normal hours.
- Lessons will move the curriculum forward at the normal pace, covering new material, but also providing ongoing opportunities for revision and consolidation, especially in the senior phase.
- In most cases, lessons will closely resemble the normal format and will include exposition, explanation, exemplification, opportunities for pupils to apply the learning through appropriate exercises, homework tasks etc.
- In addition to the core recorded lessons, departments will increasingly offer live tutorials or Q&A sessions for pupils during one (or more) of the normal timetabled teaching slots for each subject. These sessions will be hosted on Google Meet. Live tutorials and Q&A sessions will initially be provided in particular for senior phase pupils who will sit prelim examinations shortly after returning to school. As practice becomes embedded, these live tutorials will be provided for all yeargroups across the curriculum. (Please note that pupils who wish to join a Q&A session, but prefer not to appear on camera, can switch off the camera function if they wish). Pupil support staff are hosting live wellbeing Meets for pupils in S1-3, and pupils are encouraged to attend these sessions if they possibly can. These live pupil support Meets will be extended to the senior school in the coming weeks.

I have attached for your information ERC guidance for parents and pupils relating to live engagement online and would ask you to ensure that your child reads the guidance carefully. Please note that pupils (and staff) are expressly forbidden from recording any aspects of online learning.

In managing their weekly workload, pupils may wish simply to follow their normal school timetable period by period. This is certainly a useful strategy for many pupils, but is not essential. The recorded core lessons allow pupils to access learning at the most suitable time for their individual circumstances. If pupils wish to engage with teachers in real time, they will need to be logged in during the normal timetabled period, but they can post questions on their Google Classroom pages at any time and their teachers will respond at the earliest opportunity.

I would be grateful if you could check that your child has access to all of the necessary Google Classrooms and is accessing Google Classrooms each day. Teachers will then be responsible for monitoring pupils' engagement and progress through the work that they are asked to submit each week. Members of SMT will collate any concerns about lack of engagement and will contact parents if a child appears not to be accessing or submitting work.

My final request would be to ask you to be vigilant to the amount of time your child spends on school work. We are providing the full curriculum for pupils and I would anticipate that most pupils to be able to keep up to date with the majority of their learning. For some pupils, this will be easily achievable within the normal 27.5 hour school week, but others may need help in managing their time. Pupils should not be on screen all day, and should not focus on schoolwork to the detriment of their wellbeing, and I would urge you to discuss with your child how best to organise the day's work. As a parent, you are best placed to know whether or not your child is coping with the workload from school; if you have any concerns that your child is becoming overwhelmed by the amount of work required for school, please contact your child's pupil support teacher (through SchoolMail@williamwood.e-renfrew.sch.uk) who will be able to offer advice on prioritising schoolwork tasks.

I hope that this summary is helpful in giving you a better idea of how your child's learning is being supported during the current period of school closures. I sincerely hope that my next communication brings better news of arrangements for re-opening. In the meantime, please accept my sincere thanks for your forbearance and for your exceptional support and encouragement, which has meant a lot to staff.

Best wishes
Willie Inglis