

St. Anne's Primary School

St. Anne's Early Learning and Childcare Class
Park Drive, Park Mains, Erskine, PA8 7AL
Tel: 0300 300 0157

Head Teacher: Mrs Nuala Boyd

Depute Head Teacher: Mrs Julie Hunter

Email: stannesenquiries@renfrewshire.gov.uk

Website: blogs.glowscotland.org.uk/re/stannes/



Renfrewshire
Council

Children's Services

Head of Education/Interim Chief Education Officer: Julie Calder

Wednesday 20th September 2023

Dear Parent/Carer

Planned Industrial Action – Tuesday 26th September, Wednesday 27th September, Thursday 28th September.

We write to provide an update with regards to the forthcoming planned industrial action. During the period of industrial action, the school (and ELC Class) will be closed to staff and pupils on the following dates:

Tuesday 26th September

Wednesday 27th September

Thursday 28th September.

We have been working hard to prepare for this period of school closure arising from planned industrial action. In all classes, we have ensured that children are able to access GLOW and their GOOGLE Classroom (*you may recall that we used GOOGLE Classroom during the period of school closure due to COVID 19*). Attached to this letter is a reminder/overview of GOOGLE Classroom and guidance on how to access.

During the period of planned industrial action when the school will be closed, class teachers will be posting learning activities and tasks on your child's GOOGLE classroom. They will also be available to respond to any questions or queries which your child has (your child can post a question to the class teacher in the class "stream") and will provide feedback to your child on learning in the same way as they would usually do on a normal school day.

Learning activities will include a key focus on Literacy, Numeracy and Health and Wellbeing activities, and may also include other learning activities linking to the interdisciplinary context (Social Studies topic) being studied in class and other curricular areas (for example, modern language including activities for European Day of Languages on Tuesday 26th September, Expressive Arts, Technologies).

We would also really encourage our children to engage in physical activity, and in particular, to walk, run, scooter or cycle for the Beat the Streets game.

If you need to get in touch with us during the period of school closure arising from planned industrial action, you can do this by emailing our enquiries email address, found at the top of this letter, and for ease, posted below:

stannesenquiries@renfrewshire.gov.uk

We will respond to your email as quickly as we can, either by return email from our office staff, Mrs Boyd, or Mrs Hunter. *Please note, our telephone system will not be available to us during the period of school closure.*

In addition, members of the Senior Leadership Team (Mrs Boyd, Mrs Hunter and Mrs McAllan) will be contacting parents/carers over the period of school closure – please don't worry if we call you, this is simply for us to check-in and to maintain contact with your children, as well as being available to you should you need us.

Can we please ask that you contact us at the school office if there are any IT difficulties (for example, access to a laptop or computer). If required, we may be able to provide a device, or if this is not possible, furnish you with hard copies of planned learning activities. To assist us in this, can we please ask that you let us know of any IT difficulties or requirement for device/hard copy **no later than 1.30pm tomorrow to allow us time and opportunity to provide this for your child.**

Also attached to this letter we have provided an information sheet which outlines how to upload work to GOOGLE classroom).

We trust that the information is helpful to you and as always, please do not hesitate to contact us if we can be of further help or assistance.

Yours sincerely



Nuala Boyd
Head Teacher

GOOGLE Classrooms

During the period of school closure, we will be using GOOGLE Classrooms to ensure continued learning and teaching provision for our children.

What is Google Classroom?

Google Classroom is a set of productivity tools that includes documents and storage, conversation stream, a way to keep learners organised and the ability to create and customise assignment materials for them. Google Classrooms:

- **Are easy to set up** – Teachers can add students directly or share a code with their class to join. It takes just minutes to set up.
- **Saves time** – The simple, paperless assignment workflow allows teachers to create, review and mark assignments quickly, all in one place.
- **Allows teachers to review student work** – Teachers can view, edit and provide real time feedback on individual's work.
- **Allows teachers to engage with students** – Teachers can post questions and polls for students to interact with.
- **Allows teachers to add materials to enhance assignments** – Teachers can add resources such as videos, Google Forms survey and lots more.
- **Improves organisation** – Students can see all of their assignments on an assignments page, and all class materials are automatically filed into folders in Google Drive.
- **Enhances communication** – Classroom allows teachers to send announcements and start class discussions instantly. Students can share resources with each other or provide answers to questions on the stream.

How will my child/children use Google Classroom?

Google classrooms can be accessed through your child's GLOW account. Every pupil in our school has a GLOW account – we will provide your child with their login details, password and URL address to log in to GLOW.

We have ensured that every child in our school has logged into their GLOW account, and is confident in accessing their GOOGLE Classroom. However, you might find the steps below helpful to remind your child (and you!) of how to access GLOW and subsequently GOOGLE Classrooms

1. Type in the URL address <https://sts.platform.rmunify.com/account/signin/glow> (alternatively, type in "Glow login" into google or other search engine, and click on Glow-sign in-RM Unify)
2. Once on the Glow login page, ask your child to type in their user name and password, and to click on "sign in" button.
3. Your child will now be taken to their "launch pad" on Glow.
4. You will see a tile which says "Google Classroom". Your child should click on this.
5. Your child will now be taken into their classroom "door" – for example, if your child is in Primary 6, they will see a tile which says "Primary 6".
6. Your child should click on this tile. This will now take them into their "classroom".
7. Once in the classroom, your child will be able to see messages and posts left by the class teacher which details work which has been assigned to them.

8. At the top of the page, your child will also be able to see 3 tabs – Stream, Classwork, People
9. If your child clicks on “Classwork”, they will also be able to see any classwork which has been allocated to them.
10. From here, your child can click on each activity and complete. To help you and your child share work with the class teacher, we have sent home a guide for parents/carers – you will find this in the pack of letters which we have sent home today.
11. Remember that you do not need to complete work using word processing software – it is equally acceptable to take photographs of your child’s work or learning activity and to upload this to hand-in to the class teacher.

What to expect in using Google Classrooms (virtual school)

Staff of the school will, of course, be working from home following normal working patterns of the school day and will be available in the virtual classroom to respond to pupil questions and queries, as would normally happen in the school building. Our normal school day is:

- 9.00-10.30 **Learning time** (beginning with prayer)
 10.30-10.45 Break
 10.45-12.15 **Learning Time**
 12.15-1.15 Lunch
 1.15-3.15 **Learning Time** (ending with prayer)

Activities which would normally happen in our school building during the working school day will, as far as possible, be replicated in our virtual classrooms. This will include:

- Daily post from Mrs Boyd in every Google Classroom encouraging your child to begin and end the school day with prayer, and prayers before and after lunch.
- Daily allocation of learning activities for your child from your child’s class teacher.
- Comments and posts from your class teacher throughout the day to support your child’s learning.
- Feedback to your child on work “handed in” through the virtual classroom.

What not to expect:

- A response to queries/posts/comments received out with normal school hours. These will be responded to the next working day.
- Immediate feedback from the class teacher to a post/comment made by your child. In our classrooms within the school building, our class teachers are responsible for a large number of pupils, and immediate feedback is not always possible if, for example, the class teacher is working with another pupil. In the same way in our virtual classrooms, class teachers will endeavour to respond to individual pupil posts/comments as soon as possible, but please be aware that a delay in a response will be because the class teacher at that point is working with another child.