

Dear Parent/Carer

As we enter a period of school closures, the following arrangements are in place to ensure that your child's learning can continue throughout this time.

The key source of learning will be using online platforms (virtual learning environment) however alternative arrangements will be made by individual schools for pupils for whom online learning is not suitable.

For children attending the nursery, suggested learning experiences that can be completed within the home will be provided on the school/nursery blog <https://blogs.glowscotland.org.uk/wl/stcolumbasps/nursery-blog/>

For children in P1-P3, teachers will provide a set of appropriate learning experiences that can be completed at home. These will be shared through our school blog <https://blogs.glowscotland.org.uk/wl/stcolumbasps/learning-in-our-classrooms/>. Your child has been provided with a folder to record their learning and there will be an opportunity for them to share this when they return to school.

Children in P4-P7 are part of their class Microsoft 0365 Team, which can be accessed through their Glow account. Your child requires their Glow username and password to access their Team, and they are familiar with how to use this platform. Information for parents on how their child uses Teams is available at

[bit.ly/wlglowguide](http://bit.ly/wlglowguide)

It is expected that your child accesses their Team daily to engage with the learning experiences being provided by their teacher. The platform provides a function for your child to share their learning with their teacher and receive feedback where appropriate and support where required.

**The use of Teams for communication is for learning purposes only between staff and pupils and ensures the safety of all users.**


Parents / Carers who have any questions or require further information should use the following contact details.  
wlstcolumbas-ps@westlothian.org.uk

Our school team will continue to provide all available support to your child and family where we can during this challenging period.

### Keeping in touch

.We will continue communicating with you as best as we can to support you from home as much as possible.

Below are a few ways we will continue to keep you in the loop.

School email	Children and parents can email the school office throughout the day. These emails can be a question for a teacher directly or a more general question. Miss Smyth and Mrs McInnes will check this inbox throughout the day	<a href="mailto:Wlstcolumbas-ps@westlothian.org.uk">Wlstcolumbas-ps@westlothian.org.uk</a>
Microsoft Teams- CHILDREN ONLY!	Every child in our school has been given access to a team which links them directly with their teacher. We expect P4–P7 (who are able to) children to access this daily to communicate with their teacher.  P1-P3 have also been given access too. <b>Please note this is only for children, no parent should log on and communicate with their child’s teacher. This should be done via school email above.</b>	
School blog	The school blog will be updated periodically to ensure children have plenty of learning activities. There will be more generalised websites for children to access on the blog. Mr Tennant and Mr Bennet will also provide activities to support your children’s learning in other curricular areas	
School app	All teachers have access to our school app. We will push out notifications daily. This may be directed to the whole school or your child’s individual class. Please download this onto your phone and filter classes as appropriate	
Groupcall	We often send things out via text message just now. As long as we have the most up to date mobile phone number this is a great way for us to keep you in the loop	
Twitter	We already use our school Twitter account to keep you in the loop with various activities at school. We will push notification out via twitter so please follow us!	School twitter <a href="https://twitter.com/StColumbas2016">@StColumbas2016</a>  Nursery Twitter <a href="https://twitter.com/ColumbaNursery">@ColumbaNursery</a>

All children have a paper-pack which will take the children up to the Easter holidays as we understand accessing a device or wifi may be problematic. We will re-issue items through our various methods of communication. Please ensure we are working hard to try and provide some routine for your children. Please be patient with us as we try to think differently about how we educate your children.

Thank you.

