BROMSGROVE
INTERNATIONAL SCHOOL
THAILAND

PRIMARY

REMOTE ONLINE
HOME LEARNING POLICY
GUIDANCE FOR PARENTS

Primary
Remote Online Home Learning Policy - Guidance for Parents

Introduction

Whilst remote online home learning presents a challenge for our community, it is important we take a positive approach and look for its benefits. Home learning allows our students to grow in independence and take ownership of their own learning. However, we recognise that our younger learners may need some support from home to facilitate the learning and we are thankful to our supportive parents and families for working in partnership with school to achieve this. There are some benefits to home learning and it is important that we focus on those at this challenging time:

- **Flexibility**: you can choose which order to do the home learning
- **Pace**: you can learn at your own pace
- **Breaks**: you can decide learning breaks that suit you the most
- **Bonding**: you will have more opportunities to learn and be with family
- **Independence**: you will learn greater independence
- **Tech**: your technology skills will improve through this experience
- **Ownership**: you will have more responsibility for your own learning

Across the Primary school we will be using Google Suite as our main means of communication by either Google Classroom or Gmail. All students are expected to participate in remote online home learning. Any learning activities or assessment not completed will need to be made up. If your child is unable to participate in home learning please notify the school as you would for any school absence, and those students will be given special consideration.

Here is a list of things that parents and students need to do for remote online home learning:

- Ensure you know the email address for your class teacher/specialist teachers/teaching assistant. We will provide an email list to parents in the event of home learning starting.
- Take some time to understand Google Classroom. We will be sending home login information for your child's Google Classroom soon. Please login and check it works. Please check out the presentation if you need some help.
- We will send home login details for your child's student gmail email account. Please login and check it works. When arranging to speak with students we will use the 'hangouts' video function for our calls.
- Access to a reliable internet connected computer and a printer. The computer/laptop should have video/sound/microphone functions so we can video with your child. Parents should contact the teacher and Head of Primary in the eventuality that there is no computer available for student use, or you do not have a home printer.
- A responsible adult to facilitate the learning. Students may need varying degrees of support in accessing and approaching the learning tasks.

- A dedicated place to focus on their learning. This could be a desk, table area etc. Plan what useful stationary it would be good to have in the workspace. This may include:
  - » Pencil, colouring pencils, colour pens
  - » Scissors, glue, ruler, pencil sharpener
  - » Plain paper
  - » Notepad and homework book

Remote Online Home Learning Tasks

Each day, new learning will be posted on google classroom by **08:30** and will include:
- work/activities/links based loosely around the class timetable
- specialist home learning from specialist teacher (if it is their day for the lesson on timetable)
- A morning 'hello' video from class teacher and TA to check in, start them off on their day and tell them what work they have for the day + any reminders

Primary School students are expected to complete around 3.5 hours of e-learning each day. While optional extensions may be offered, they are not required for completion. There will be no additional homework provided. In the event of school closure for extended periods of time, this would be revisited with guidelines for structure and routine.

The tasks and activities across the week will loosely be based on the weekly class timetable.
- daily mathematics and English tasks.
- 3 x language tasks
- 2 x PE tasks
- music tasks
- topic, science, humanities, personal and social health, computing

Primary Phase Hard Copy Work

To help those who may not understand the learning some days, we will provide a remote home learning pack of worksheets to students. If they cannot understand a task and are unable to contact the class teacher, they can instead complete a worksheet/activity instead. In the event of a closure packs will be handed out to students on their last day. If there is no opportunity to hand them to students, parents will be informed and can collect it from school.

Primary Classroom Teacher Availability

Primary Classroom Teachers will be available online to respond to questions or concerns from students at the following times **9:00 - 15:00**.

Please be aware that the teacher will be helping many students during the school day. If a teacher does not respond straight away please allow some time for this.

Student Catch-Up sessions

Primary classroom teachers will arrange a 1:1 verbal student check-in with your child each week. Where possible we will include the Teaching Assistant or a member of the Thai teaching team on the call, to answer any parent questions in Thai. However, please note that the purpose of this call is to check-in with the student and to see how they are doing.

The teacher will create a schedule and confirm your child's check-in time with you. The check-in will be up to 15 minutes in length and will usually be at the same time each week.

Initially we will trial using Google Hangout for this video check-in with your child. This can be found in Gmail when you login or you can download the Google Hangout app to use on your tablet or phone.

Please note that students should be in a public area of the house for the students catch-up sessions (not in a bedroom). Students should be dressed appropriately for the catch-up call with the teacher (no bed clothes/swimwear/etc.)

Look for this app symbol to download.
You should login using your child's student gmail email account.

Student 'Live' Lessons

Once we have embedded the remote online home learning and students/parents are comfortable with the technology for this remote learning, Primary teachers will look at how to add some 'live' learning sessions. The age of the students, as well as the stability of the technology, will dictate which year groups this would be appropriate for and how often this is used by the teacher.

Students should be in a public area of the house for the students' live lesson sessions (not in a bedroom). Students should be dressed appropriately for the lesson (no bed clothes/swimwear/etc.).

Submitting work for assessment and feedback

Teachers welcome home learning being emailed to them at any time, or uploaded to Google Classroom. If your child has completed a printed worksheet or activity you are welcome to scan in documents or take photos or video of learning at home and email to the teacher.

Teachers will look at the completed work and tasks and provide feedback to your child. The feedback to your child may include sending:
- Document with comments
- Email or Google Classroom post with feedback
- Video with verbal feedback

Keeping in touch

It is important that you and your child feel connected to school and their teachers. Please do not hesitate to get in touch and share during school hours. Whether it is sharing the home learning or just sharing life at home we welcome hearing from our families and enjoy staying connected.

Finding the right balance

During this time of home learning it is important for our younger students to have a balance to learn at home. It is important that students have structure to their day, as well as an opportunity to relax and take exercise.

Digital Wellbeing at Home

Sleep
Keep devices out of bedrooms overnight. Plan to get enough sleep.

Time Limits
Agree sensible time limits for tech use. Identify which tasks need tech to be completed.

Study Area
Set up your study area with everything you need work work efficiently.

Charging Station
Set up a charging station in a neutral area of the home.

Enjoy Together
Play games, watch movies and enjoy screen time together.

Balance
At school you would do a variety of activities each day, try to find balance at home by doing the same.

To help with home learning we recommend you set out a structured approach to the day with your child. This will help them to know what their day looks like, and can help to stop arguments about what they want to do and when. Here is an example of a structured day.

Top tip: make a schedule that works for you and your child. It is important that the experience of home learning is enjoyable. If your schedule is not working for you as a family do not be afraid to change it. Every household is different, and one of the benefits of home learning is that you are in control of your day!

Example schedule:

Monday	
8:00 - 9:10	Home learning tasks from teachers
9:10 - 9:30	Reading to adult
9:30 - 10:00	Snack time and free time to play
10:00 - 11:00	Home learning tasks from teachers
11:00 - 12:00	Physical activity
12:00 - 13:00	Lunchtime and play
13:00 - 13:30	Practise musical instrument
13:30 - 14:30	Home learning tasks from teachers
14:30 - 15:00	Life Skill - washing up dishes
15:00 - 15:30	Maths Games - Manga High

Tuesday	
8:00 - 8:45	Home learning tasks from teachers
8:45 - 9:00	1:1 catch-up with class teacher
9:10 - 9:30	Reading to adult
9:30 - 10:00	Snack time and free time to play
10:00 - 11:00	Home learning tasks from teachers
11:00 - 11:45	Live maths lesson
11:45 - 12:00	Physical activity: Just Dance on Youtube
12:00 - 13:00	Lunchtime and play
13:00 - 13:30	Practise musical instrument
13:30 - 15:00	Home learning tasks from teachers
15:00 - 15:30	Life Skill - decorate cookies

Remote online home learning is new for everyone and we thank you all for your support during this challenging time.

Once home learning is up and running, we will send home a google survey to seek your opinion on how it is working and implement any changes where needed.

If you have any immediate concerns please email the Head of Primary, Ms Armstrong, at carmstrong@bromsgrove.ac.th - if sending your email in Thai, Korean or Chinese please CC the following staff:
adminsic@bromsgrove.ac.th - Thai
keunju@bromsgrove.ac.th - Korean
wendylin@bromsgrove.ac.th - Chinese