# CHILD & PARENT/CARER MANUAL

If your child's bubble is sent home or the whole school closes due to a local or national lockdown, our new **Seesaw** remote learning platform will activate for your child.

- **By 8:45am each morning**, a range of lessons and activities will be set for your child to access whilst they are at home. These will be linked as much as possible to the work your child would have completed had they been in school.
- Daily lessons will include a range of video teaching from government approved providers, presentations/videos to watch and activity worksheets to complete.
- Throughout the day, your child should complete the tasks and submit the work back onto the Seesaw platform. (See instructions below)
- Your class teacher will feedback on the work completed by your child throughout the school day so that you are able to see how your child has done on each task.
- Some activities in the day may not require your child to send back a response to Seesaw but to complete the task at home in their own way. E.g. Complete a times tables game online, read a chapter from your reading book etc.
- If for any reason you are unable to access the Seesaw platform, activity work packs will be provided for your child. (Contact Mr Cader or Mr Tarrant)
- If your child has not engaged in the Seesaw platform for two consecutive days, contact will be made by your child's teacher to offer any further support.

How to login

1. Go to https://web.seesaw.me/ and click on the login tab at the top or download the Seesaw app. Seesaw is available on iOS, Android, Chromebooks, Computers with Chrome/Firefox, Kindle Fire, and Apple TV.
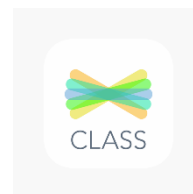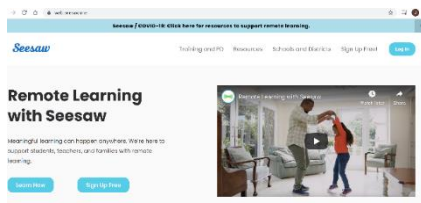
2. Click on "I'm a Student" tab and enter your login details. This will be your "TEXT CODE" given to you via the Seesaw Letter by your child's class teacher. (If you have lost the letter, please contact the school office or Mr Cader)

3. This will take you to your child's home page where your teacher will have set you a range of daily work to complete.

4. Your Home Screen will look like this.

You are notified of the activities set here
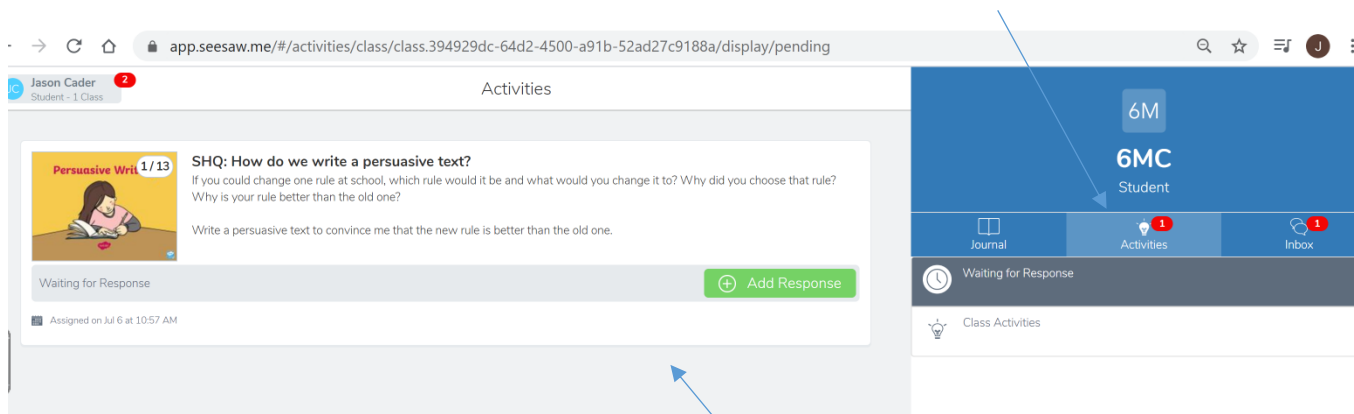
All of the activities set will appear here

How to complete each task set by the teacher

a. By clicking on the task itself, you can view the instructions and the supporting documents, e.g. Links to Oak National Academy videos, PDFs, images, texts etc. sent by your class teacher.

b. To complete a task, the you must click on "Add Response". Your teacher may ask you to complete the task by sending back a response or the task may not require a response from your child.

c. You can complete the task in any way you want and send back your reply. You can type onto the worksheet, print it and complete it and send a photo of it, send an audio recording of yourself completing the task etc. Your response will be placed onto the worksheet itself for your teacher to see it.

Complete task by writing text

Complete task by submitting a voice reply

Multiple pages of the worksheet

Children can write on the screen if you have an ipad pen
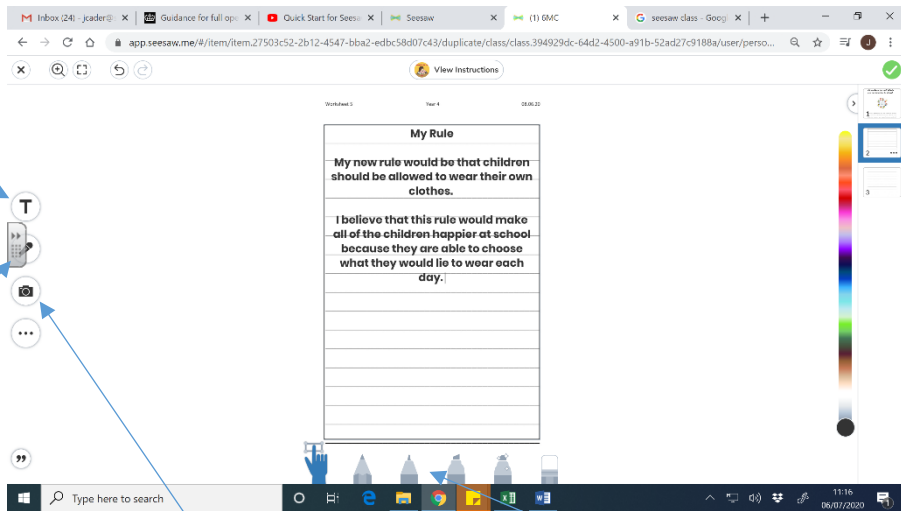
Complete task by sending a photo of your work

d. Once the you have finished the task, click the green tick in the top right hand corner to submit it.

e. You will now wait for your teacher to give feedback on that piece of work.

f. Once your teacher has read your work, you will be able to see any comments they make. This will appear on your home screen under the task.

g. If you wish to print off your work, you can do this by clicking on the "Three Dots" tab and press 'Print'.

h. Once you have finished that day's work, you can log out by clicking your name in the top left hand corner of the screen and click "Sign out".

i. The next morning, your class teacher will set a new range of activities to complete for that day.

At this moment in time, we will be using Seesaw as part of our remote learning platform if a bubble was to close. If successful, we may expand the use of this online platform across the school for other activities. We will take feedback on this and keep you fully informed if this was to happen.

I hope you find this guide useful, but if you have any questions relating to this, please contact myself at school and I will be happy to discuss this with you.

Mr Cader

Deputy Headteacher