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| Learning |  | **Joanna Robertson***Headteacher (Interim)*Rattray Primary School, High Street, RattrayBLAIRGOWRIE, PH10 7DG01250-871980Email: rattray@pkc.gov.uk[www.pkc.gov.uk](http://www.pkc.gov.uk)  |
| Our ref | GG/JR |
| Your ref |  |
| Date | 19 March 2020 |

Dear Parent/Carer,

IMPORTANT INFORMATION: SCHOOL CLOSURE AND REMOTE HOME LEARNING

The Scottish Government announced yesterday that all schools will close from Friday 20 March 2020, with no set date for re-opening as yet.

As a school, we have been preparing for the possibility of a school closure. We have recently set up Microsoft Teams for each class through Glow. Some of you may have seen your child already using this. Your child already has access to Education City too.

We aim to upload class learning digitally through Microsoft teams and Education City. The benefit of this is that pupils will be able to access their learning on any device, anywhere, at any time. It is expected that the core learning of Literacy, Numeracy, HWB and topic is supported at home by completing the tasks that are provided. Our teaching staff will do their best to ensure that your children’s learning is as engaging as it is at school, and that their time (hopefully short) spent digitally learning is an enjoyable experience for them.

Today, your child will be issued with a home learning jotter which they can use for tasks, which they can photograph and upload to Microsoft teams to share with their class teacher. This jotter will contain your child’s online passwords and may contain other tasks dependant on their class. If your child is currently self-isolating, jotters will be available to collect from the school office by lunchtime. We are aware that in setting up digital working at home, there may be initial glitches. To help alleviate this we have attached a help guide for digital working, and staff will be available to contact in person or by telephone / email on Friday.

Thank you for your support and understanding during this difficult time. We appreciate that there will be lots of questions over the coming weeks, please do contact the school email rattray@pkc.gov.uk with any queries or with any IT problems. The school email will be checked and responded to daily. It would be great just to hear how the children are getting on.

On behalf of all the staff, you have our warmest wishes. We look forward to your child’s safe return to school. Take care and keep in touch.

Yours sincerely



Joanna Robertson

Headteacher (Interim)

**Home-Learning Healthy Habits**

* If you are accessing GLOW/ Teams/ Education City/ or other websites etc you should take regular screen breaks. Do not spend longer than 30 minutes on the computer/ tablet without having a break.
* Get some fresh air! Go out into the garden or take a short walk.
* Try to mix up your tasks- choose a variety of tasks to complete in a day so your learning is fun and engaging.
* Take natural breaks. At school, you would have a breaktime and a lunchtime so make sure you relax and play too.
* Be curious! - do some learning based on your personal interests. Take the opportunity to learn more about something that you are curious about and keep a log of facts in your jotter. Look online, interview family members or read.