

21st September 2020

Dear parents,

We are very pleased that government policy is to keep schools and educational settings open.

However, it is possible that school life may be disrupted by partial or total lockdown this academic year. If this should occur, our aim is to ensure that all pupils continue to receive a high-quality education which is as near as possible to the normal educational experience that Bright Sparks Learning Centre provides, and that no pupil is disadvantaged due to their individual circumstances.

Please note the following guidelines which are designed to facilitate pupils' learning whilst also ensuring their safety.

1. The Centre is forced to close due to national or local lockdown.

Our current understanding of government policy is that Alternative Education Providers remain open during a lockdown due to the nature of their provision. Should we be in a position where we are forced to close, Bright Sparks Learning Centre will continue to teach pupils according to their normal timetable. Pupils will be taught via a mixture of remote lessons and project packs.

2. The Centre is open, but some pupils are self-isolating or under local lockdown due to Covid-19 restrictions.

In these circumstances, Bright Sparks Learning Centre will use a blended model of teaching. We will aim to live-stream some lessons to pupils. Pupils will be able to participate by watching the lesson. We will use the platform Google Classrooms.

Where we know pupils cannot attend live lesson, materials will be uploaded for them to use during the lesson. It is the responsibility of the pupil to let the teacher know if they cannot attend the live lesson e.g. via Google classrooms

It will not be appropriate to live-stream all lessons, for example if pupils are completing a test, doing coursework, or working independently. Indeed, research suggests that the most effective remote learning draws on a range of resources including pre-recorded lessons, video links, worksheets and textbooks. Resources for the day will be uploaded via Google Classrooms in advance.

To safeguard the interests of all pupils, we ask that parents follow the following guidelines:

- Please do not watch or listen to the lesson with your child as other children will be present in the classroom when the lesson is taking place;
- You may supervise your child by ensuring they attend the lesson and can help them resolve any technical difficulties;
- If your child has questions about the lesson content, they should ask the class teacher for help, either verbally or by using the chat function in Google Classrooms
- If your child is struggling to access lessons in this way, please contact Miss Sophie Cox at the school.



Please note that live-streamed lessons will not necessarily be provided for pupils absent from the Centre for other reasons. They will be expected to catch up in the normal way, unless the period of absence is more than three days, in which case work will be sent to them on request. This work is normally collated by their key worker.

3. The Centre is open, but a teacher is self-isolating/subject to a local lockdown.

Unless the teacher is unwell, he/she will continue to teach their timetabled lessons using the Google Classrooms platform. A cover teacher will supervise the pupils in the classroom and assist with the technology. It may be that some pupils are also absent. In this case, they will join the lesson via the Google Classrooms platform, as described in (2) above. Whenever other pupils are present in the classroom the guidelines set out above will also apply.

We believe that the responses outlined above represent the best ways in which we can deal with potential interruptions to the school term and minimise the disruption to pupils' learning. There may be times when unforeseen circumstances prevent us from following the models outlined above and we ask for your patience if this occurs.

Yours sincerely

Claire Fyfe

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Principal