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Staying safe when learning at home

Dear Parents/Carers and children,

We are in the process of preparing for being able to offer blended or remote learning to support children who are unable to come to school for a period of time due to self-isolation. We will shortly be sharing information about the remote learning support you can expect in different circumstances, but in preparation, would like to share this guidance for staying safe when learning at home.

For our younger children, parents may find this helpful. For older children, we suggest that parents discuss this information with your child.

If you need some more help, please contact us by email - office@thamesviewprimary.medway.sch.uk

Learning at home



Even if you cannot attend school, we want to make sure that you can keep on learning. We will make a work plan for you so that you know how much work we expect you to do, how long you should spend on each task and how to submit your work. We will use Edmodo (or Tapestry for EYFS children) as the platform for sharing learning. If you are worried that you will be unable to access remote learning, please inform your class teacher as soon as possible so that we can ensure that work can be collected or sent via the post.

As many of you have already experienced, working at home can have its challenges and distractions! We know that some of you may be sharing devices and work spaces and may need to complete your learning in different ways. Where possible we will try to give different options for learning. We don't expect you to work for a full school day without breaks but it will help if you maintain a routine and ensure you are still learning, even during these circumstances.

Whilst you are learning from home, we expect you to: -

- Complete the tasks set to the best of your ability
- Tell your parents if you need help with a task
- Send in any work you have completed.



It is important that you: -

- Take regular breaks from schoolwork (eg every hour take a ten-minute break)
- Make yourself a plan for your school day and stick to it if you can – don't worry if you stray off path!
- Set some small goals for the day.
- Keep a school routine – you could start and finish at a certain time every day.
- Avoid doing schoolwork in your bedroom.
- Make it as much like a school day as possible – you could take your lunch and breaktime at the same times as you would at school.
- Avoid background distractions, eg the TV – this will make you more productive!
- Ask your parents to contact us via Edmodo if you are struggling with your schoolwork.

How to stay well



It is important to make sure you look after your physical and mental health.

To avoid any unnecessary aches and pains, you should make sure you have a sensible place set up for learning. If possible, you should sit at a table or desk, ensuring your back is supported, rather than working on your bed or the sofa.

If you ever feel unwell or unable to complete the work set, you should tell your parents and make sure you let your class teacher know as soon as possible, ideally before the start of the school day.

You must ensure you also look after your wellbeing while you are at home. To make sure you are staying mentally well, try some of these ideas: -

- Get into a routine – you could make sure you wake up and go to bed at the same time each day
- Set yourself some achievable tasks – you could try a new recipe you've been wanting to try for ages!
- Talk regularly with your friends or extended family – always talk with your parents about how to set this up
- Stay active – try getting out for a walk every day with your family
- Eat normally – make sure you have three meals a day at regular times
- Try practising breathing techniques – the charity Mind has lots of helpful information here: <https://www.mind.org.uk/information-support/tips-for-everyday-living/relaxation/relaxation-exercises/>
- Use the time to develop a new skill – you could start painting, learn a language or learn how to bake!
- Make sure you get some rest
- Keep your room tidy to make sure you feel relaxed
- Keep a journal or diary
- Read more often
- Don't do your schoolwork in the evenings or weekends – you need to balance your home life and school life
- Talk to someone if you have any worries or concerns – you can also find a whole list of places that can help here: <https://www.mind.org.uk/information-support/for-children-and-young-people/useful-contacts/>
- Childline has a website called 'Toolbox' where you can find games, videos and methods to help you with your worries. There is even a 'Calm Zone' for helping you let go of your worries. All of this can be found here: <https://www.childline.org.uk/toolbox/>



Staying safe online

If you are spending all day at home, you will likely be spending more time online. Whilst there are many positive aspects of using the internet, such as keeping in contact with those you can't see and staying entertained, you must also remember to use it sensibly.

While you are spending more time at home, you should consider the ways you can stay safe and maintain a healthy relationship with the internet by doing the following: -

- Having tech-free mealtimes
- Not keeping your phone or tablet in your bedroom
- Before contacting any friends using a device, ensure you have asked your parents and that they have made sure the right settings have been applied to your account to keep you safe
- If you are contacting anyone by phone or video, make sure you do it in a family space
- Making sure you have the right settings applied to the apps and websites you use, so you don't see anything you don't want to and can limit who can contact you
- Making sure you know how to report anything on the apps you use – most of the popular apps have a reporting function. If you need help with this, please ask your parents

- If you need to report something that you've seen online, ensure you use Child Exploitation and Online Protection command (CEOP) (<https://www.ceop.police.uk/safety-centre/>) and the UK Safer Internet Centre (<https://www.saferinternet.org.uk/our-helplines>)
- Telling your parents if you are worried about anything you have seen online
- If you want to discuss any worries with someone else, contacting Childline (<https://www.childline.org.uk/>), Kooth (<https://kooth.com>), or any of the contacts listed here: <https://www.mind.org.uk/information-support/for-children-and-young-people/useful-contacts>

What to do if you're worried

There may be times when you're feeling worried or concerned about something. You should always tell someone if you feel this way – even if it doesn't seem like an important thing. There are lots of different people you can talk to whilst you're at home, including:

- Parents, carers or someone else in your family
- Teachers or members of school staff
- Doctors, nurses or online counsellors
- Anyone you trust

If you are finding it difficult to speak to anyone, you can start the conversation with something small, like telling someone what you had for lunch, or what you learnt that day.

Some people find it helpful to write things down in a letter. Childline have a really handy letter builder you can find here: <https://www.childline.org.uk/info-advice/bullying-abuse-safety/getting-help/asking-adult-help/#Writesomeonealetter>.

We will stay in touch with you whilst you are learning from home, this will be via your parent's phone number. If there's something that's worrying you, or you want to talk to a specific member of staff who you feel more comfortable with, you can discuss this on the phone call – remember, every worry is relevant, whether it is big or small.

If you are worrying about something relating to a classmate, this is also a very relevant concern. You should always tell a parent or a member of staff and we will do what we can to help.

Remember, you can get in touch with any of the organisations listed in the '**How to stay well**' section of this letter.

If you experience any technical issue while learning at home, you should let your class teacher know as soon as possible so that we can get these sorted for you.

Please also see the information in the following attachments to help you keep your child/ren safe on line:

- Keeping Under 5's safe online
- Supporting Young People Safe online
- Online Safety – Social Media Age Restrictions - <https://www.net-aware.org.uk/networks/?page=6>
- Online-Safety Leaflet for KS2 Pupils

Best wishes

DL Daburn

Mrs Deanne Daburn
Head of School