



OUR REF :

TRN : 100259955100003

DATE : Thursday, 19th March 2020

To: The Parents of students from years 1-13 (CIRCULAR REGARDING PLANS FOR DISTANCE LEARNING FOR EACH YEAR GROUP)

Dear Parents,

Greetings from St. Marys. We trust that all of our children and their families are safe and taking all the necessary precautions as prescribed by the UAE government and we hope that you as families have had time to bond with one another and share some really special family moments. Please find below details of how our school plans to deliver the distance learning to our students across year groups and subjects over the two week distance learning period commencing 22nd March until 2nd April excluding Fridays and Saturdays. Many of our teachers have been in touch with students from year eleven and thirteen even during the Spring Break, since these students will sit Board exams this year. This is the usual practice every year and we followed through with the same this year as well.

DISTANCE LEARNING:

FROM THE 22nd to the 26th of March and from the 29th of March to the 2nd of April distance education will take place between **7:30 am and 1:30 pm**. Work will be sent to students during this time and students from secondary who are interfacing with their teachers via **Google Classroom** will also do so during these hours. We will follow the daily time table of the students as much as is feasible and practical but this is not going to be rigid in any way and some flexibility must be expected. Please note that work will not be sent for Art and Bible (Years 1-8). Once again please note that teachers may continue to interface with students in Board Examination year groups even after this time slot.

ALL WORK FOR A PARTICULAR DAY WILL BE SENT THE PREVIOUS EVENING SO THAT IT MAY BE SET UP AND READY FOR USE THE NEXT DAY. The cut off time for this is 6:00 pm of the previous evening.

However we will be sending you the weekly plan before the start of each week so you will have an overview of what your child is going to be learning.

We also understand that parents of children in PRIMARY SCHOOL may choose to supervise these tasks at a time of day that is more suitable to your own working hours and that is the main reason for which we are using the Group Email as the main means for communicating work for the Primary School. We would still recommend that you allow children to work independently as far as possible.

ENGLISH:

Years 1-3 – Tasks in English Reading and Writing will be sent via the class teacher in the daily group email as per the child's daily time table. Books for reading for pleasure and for reading for comprehension will be allocated in ACTIVE LEARN.

Years 4-6 – Tasks in English Language and Literature will be sent via the class teacher in the daily group email as per the child's daily time table. Books for reading for pleasure and for reading for comprehension will be allocated in ACTIVE LEARN.

Years 7-13- All tasks and lessons in English Language and Literature shall be sent/ conducted via Class group mail and Google Classroom. Students have been using this with their teachers even for some of their homework tasks and so are aware of how to connect. For years 11, 12 and 13 tasks will also be sent additionally through the teacher and student Whatsapp group.

MATH:

Years 1-6 – Active learn allocations on the Active Learn Platform. Power Point Presentations with attached worksheets for each lesson or double lesson as per the child's timetable via group email.

Years 7-10 – Active learn allocations on the Active Learn Platform. Power Point Presentations / Video links with attached worksheets for each lesson or double lesson as per the child's timetable via Google Classroom/ class group email.

Year 12- Power Point Presentations with attached worksheets for each lesson or double lesson as per the child's timetable via Google Classroom and class whatsapp group with teacher.

Years 11 and 13- Past Examination Papers including previous Mock examination papers and/or questions and additional problems PPTs and video links. Teachers with student in their own Math groups via email and the whatsapp group with the teacher.

SCIENCE:

Years 1-6 – Science tasks in the form of worksheets, power point presentations and video links will be sent to the group email as per the child's time table. Active Learn allocations will also be sent as a link to the child via the group email. This will also be as per the child's time table.

Years 7 and 8- Science tasks in the form of worksheets and power point presentations and relevant worksheets will be sent via the class group email.

BIOLOGY:

Years 9-13- Tasks in the form of video links and related follow up questions will be sent both to the student and teacher whatsapp groups as well as the group email. Related work will also be assigned in students' worksheet files that students have with them.

CHEMISTRY:

Years 9 and 10- Work in the form of video links and power point presentations will be sent via group email and students will also be engaged via Google classroom. Related work will also be assigned in students' worksheet files that students have with them. Research work has also been included.

Years 11-13 - Work in the form of video links and power point presentations will be sent via student and teacher whatsapp groups and students will also be engaged via Google classroom. Related work will also be assigned in students' worksheet files that students have with them.

PHYSICS:

Years 9-11- Work in the form of video links and power point presentations will be sent via group email and students will also be engaged via Google classroom. Related work will also be assigned in students' worksheet files that students have with them. Research work has also been included.

Years 12 and 13- Work in the form of video links and power point presentations will be sent via Google classroom and students will also be engaged via Google classroom. Related work will also be assigned in students' worksheet files that students have with them. Research work has also been included. For year 13 topic wise revision sheets will be sent via Google Classroom.

BUSINESS STUDIES , ECONOMICS AND ACCOUNTING:

Years 9 and 10- All tasks in the form of power point presentations / worksheets/ video links will be sent via Google classroom and students will be engaged via Google Classroom as well.

Years 11 – 13- All tasks in the form of power point presentations / worksheets/ video links will be sent via whatsapp groups and /or Google classroom and students will be engaged via Google Classroom as well. In some cases interactive platforms like Zoom and MS Teams will be used and the timings and sign in details will be communicated to students on the teacher –students whatsapp groups.

HISTORY and SOCIAL STUDIES:

Years 1-8 all tasks will be sent via the class group email as per the child's time table.

Years 9-11- Tasks will be sent via the whatsapp group with the teacher and students will also be engaged in Google classroom.

GEOGRAPHY:

Years 1-6 – Geography tasks in the form of power point presentations, video links and worksheets will be sent to students via the class group email as per the child's timetable.

Years 7 and 8 - Geography tasks in the form of power point presentations, video links and worksheets will be sent to students via the class group email as well as Google classroom as per the child's timetable.

ISLAMIC STUDIES FOR NON ARABS:

Year 1-4 – Tasks will be sent via the group email,

Year 5 and 6 E/F : Being very small cohorts, the teacher has set up a whatsapp group for quicker dissemination of tasks.

Years 7E/F, 8E/F, 10G/H – Tasks will be sent via Google Classroom and students will be engaged via Google Classroom.

Years 9E/F, 10E/F, 11E/F, A-Levels- Being very small cohorts, the teacher has set up a whatsapp group for quicker dissemination of tasks.

ISLAMIC STUDIES FOR ARABS:

Years 1 and 2- tasks in the form of power point presentations, video links and worksheets will be sent to students via Group email as per the child's timetable.

Years 3-10 - tasks in the form of power point presentations, video links and worksheets will be sent to students via Google classroom as per the child's timetable.

PSYCHOLOGY:

All tasks in the form of Power point presentations, video links, worksheets will be shared with students via Google classroom and students will also be engaged via Google Classroom.

MORAL EDUCATION (YEARS 1-10) AND CITIZENSHIP (YEARS 1-8) PSHE (1-4):

All tasks will be shared with students via the class group email.

ARABIC (A):

Years 1-4 - All tasks in the form of Power point presentations, video links, worksheets will be shared with students via Group Email.

Year 5 and 6 - All tasks in the form of Power point presentations and worksheets will be shared with students via Group Email and / or whatsapp groups

Year 7 and 8 - All tasks in the form of Power point presentations and worksheets will be shared with students via group email /whatsapp groups.

Years 9, 10 and 12 - All tasks in the form of Power point presentations ,worksheets or video links will be shared with students via whatsapp groups.

ARABIC (B):

Years 1-6 - All tasks in the form of Power point presentations, video links, worksheets will be shared with students via Group Email.

Years 7 to 9 - All tasks in the form of Power point presentations, video links, worksheets will be shared with students via Group Email and / or Whatsapp groups.

Years 10 and 12- Due to the very small number in these cohorts, the tasks will be sent via the whatsapp groups.

FRENCH:

Years 1-8 – All work in the form of worksheets/ power point presentations and any audio links if needed will be sent to students via the group email.

Years 10 and 11- Owing to the very small size of these cohorts, students and teachers will interact through their subject whatsapp groups and individual email for unique tasks.

ICT:

Years 1-6 - All tasks in the form of Power point presentations, video links, worksheets will be shared with students via Group Email.

Years 7-and 8- All tasks in the form of Power point presentations, video links, worksheets will be shared with students via Group Email / whatsapp groups

Years 9-and 10- All tasks in the form of Power point presentations, video links, worksheets will be shared with students via Group Email / Google Classroom

Year 11 – Mock Examination and past paper practice will be worked with students via Group Email / Google Classroom.

BIBLE:

Years 9-11 – All work in the form of Power point presentations/ video links and any other relevant reading material will be sent via the whatsapp groups/ group email and Google classroom with the teacher and students.

ART:

Years 9-11- Teachers will be in constant touch through their whatsapp groups with their Art students regarding their portfolios and any work that needs to be done.

SEND DEPARTMENT:

Across all year groups, students of determination will continue to receive support from their key service worker through emails with practice worksheets and online links as well as Google Classroom where applicable.

SOME GENERAL GUIDELINES:

In these challenging times where we are faced with extraordinary circumstances, we as parents and teachers will need to think differently about how to support our children, how to create routines that are both useful yet practical, how to monitor and support their learning and most importantly how to 'be there' for them. We would like to offer you some simple practical tips to help our children as they find themselves 'learning at home'. **CHILDREN MUST UNDERSTAND VERY CLEARLY THAT THE SPRING BREAK IS OVER AND THE NEXT TWO WEEKS ARE ACTUALLY SCHOOL WEEKS BUT IN A HOME SET UP.**

1) SET A DAILY ROUTINE

We encourage all parents to set regular hours for your children's school work to include the morning hours stipulated by us and some follow up hours in the evening. Please try to keep normal bedtime routines for younger children and a reasonable one for older children too. We recommend that children move regularly and take periodic breaks as they work and learn.

2) DEFINE A CLEAR CUT PHYSICAL SPACE FOR LEARNING:

We are certain that every child has a regular space at home for their daily homework but this might not be the most practical for an extended period of 'home learning'. We would recommend a space that has good lighting, a strong wireless internet signal, be quiet when needed and above all one where parents and guardians are able to monitor their children's learning

3) BE A PART OF YOUR CHILD'S LEARNING AND HELP HIM/HER TAKE OWNERSHIP OF THAT LEARNING:

During a regular school day, students have numerous opportunities to enhance their learning by bouncing ideas off their peers and taking part in meaningful discussions, collaborating in their student groups etc. 'Learning at home' means there will be less opportunity for these social interactions and the few that take place will be virtual. We learn optimally when we have a chance to process our learning and understanding with others. We therefore ask you as parents to please engage with your children and provide them those opportunities to process their learning better and yet take ownership for it. What might that look like ? Ask a question/ drop a subtle hint/ share an analogy / debate an idea/ ask for a recap..... What must it not look like? Giving an answer/ completing an assignment/ solving a problem.....

4) START AND END EACH DAY WITH A SIMPLE CHECK AND FOLLOW-UP:

We would like to encourage parents to start each day with a very simple check of the basics. What is your child going to be learning on that day? What additional support might they need? What resources do they require? How will they spend their time? This check from you will help your child organize and process the instructions they have received from their teachers. It will help them gather resources. It is important to do this briefly even with older children who sometimes have the tendency to 'drift' with too much independence. Similarly, do follow-up at the end of the day. What did they learn? Do they need anything additionally from you?

5) MONITOR COMMUNICATION FROM YOUR CHILDREN'S TEACHERS:

Teachers will be communicating with you and your children in various ways. For younger children it will mostly be through their class group email which comes directly to you but for older children it will be through various platforms like Google Classroom, Group Emails with their teachers, Class group emails and Whatsapp groups with their teachers. Ask your children to show you how learning platforms such as Active Learn and Google Classroom work. A few teachers might also use 'Zoom' where a live lesson is essential. This is only applicable to very senior students.

6) ENCOURAGE MOVEMENT and HEALTHY EATING:

It will be essential, even in a confined space for children to move. We recommend simple and basic stretching and as an alternative to outdoor exercise, do get them to help you with the 'household chores'. This would be a wonderful way to 'move around' and help them learn the value of pitching in as a family. Do ensure that children are eating vitamin rich foods especially fruits & vegetables and some healthy snacks during the day.

7) BE MINDFUL OF THEIR ANXIETY IN THESE CURRENT STRESSFUL TIMES:

Let us remember that our kids are just as scared as we are right now. Not only can they see and hear everything that is going on around them, but they can feel our constant tension and anxiety. They have never experienced anything like this before. It will be natural in the coming weeks to see an increase in some behavioural issues with the children. Expect to see more meltdowns, tantrums, protests since they can't do things normally. We need to reassure them that everything is going to be ok. Right now they need **OUR COMFORT AND OUR LOVE.**

8) MONITOR YOUR CHILD'S SCREEN TIME AND TIME ONLINE :

We have tried to be careful especially with younger children that they are not spending too much time in front of a screen and therefore have opted to send most of their tasks to you in a group email many of which can be even printed. We have tried our best to set work that blends online and offline requirements.

9) BE MINDFUL OF YOUR CHILD'S SOCIAL MEDIA INTERACTIONS:

At this time of extended school closure, children, especially older children will rely extensively on social media to keep in touch with their school mates. Please remind them to be polite, respectful and appropriate in their communications with others and to reflect the values of the UAE and school and family in their interactions with others. Especially at a time like this please remind them not to spread baseless rumours associated with Covid-19 and in general as well.

10) LET US ALL BE PATIENT WITH ONE ANOTHER:

We are all treading in uncharted waters ! So many of you as parents might never have had to work remotely. Just like you, we as teachers have always been used to working with your children in a classroom set up. We have been used to using a whiteboard, marking notebooks, sharing a joke in class, asking those critical questions. We too are teaching remotely for the first time! Please be patient with us and know that we

are trying our best. Not everything might work. Give us time and room to adapt and know that no matter what, no matter where we always have the best intentions of your children....

OUR CHILDREN AT HEART. WE ARE ALL IN THIS TOGETHER !!!

Finally we would like to assure you of our support at this challenging time. Senior students have access to all of their teachers and direct any concerns and queries to them. Should you as parents have any urgent concerns or queries you may direct them via email to our Vice Principal, Ms. Lise-Ann (lpinto-smchs@smgeducation.org) between 7:30 am and 2:00 pm and she will do her best to assist you or put you in touch with an appropriate person. A request that communication be essential, succinct and self-aware. Stay safe and healthy ! Be assured of our continued prayers and blessings.

Yours sincerely,



**Mr. Paul Asir Joseph
(Principal)**

