

# Remote learning: top tips for parents and guardians



1. Keep your child in their normal school routine by getting them up and dressed (in appropriate clothing) at the normal time.



2. Sit with your child on their first full day of absence and ensure they can access Microsoft Teams.

3. Support your child to structure their time according to their school timetable. Pupils should access the correct subject on Microsoft Teams during the timeslot for that lesson (lesson timings are available on our website).



4. Check on the progress of your child hourly between 9am and 3pm. You could ask questions such as:

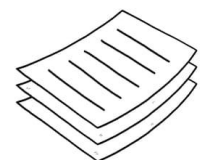
- Tell me what you understand as a result of that lesson.
- Is there anything you are still unsure about?
- What can you do about that?

5. Ensure your child completes all the tasks set on Microsoft Teams and submits these for assessment purposes following the instructions given by the teacher. Once they receive feedback, encourage them to act on this to improve their work.



6. Regularly check Class Charts to see praise points (excellent virtual learning) and areas for concerns (lack of virtual learning) reported by teachers.

7. Encourage your child to access the paper resources if they have technical issues or limited access to IT. They can still submit their work for assessment by either: photographing the work and uploading it onto Microsoft Teams or bringing the paper version into school on their return.



8. Contact us if you need any support remote learning resources or overcoming IT barriers:  
[datarequests@w-h-s.org.uk](mailto:datarequests@w-h-s.org.uk)