



Executive Head: Ashley Best-White  
Executive Deputy Head: Kirsty Anatola

Mill Lane Site, Horsford, Norwich, Norfolk, NR10 3ES  
Tel: 01603 897938  
Head of School: Tanya Kirton

Holt Road Site, Horsford, Norwich NR10 3DN  
Tel: 01603 898348  
Head of School: Nicola Owen

Email: [office@horsford.norfolk.sch.uk](mailto:office@horsford.norfolk.sch.uk)

9<sup>th</sup> October 2020

Dear Parent/Carer,

**RE: USING TEAMS & TAPESTRY TO SUPPORT RECEPTION CHILDREN'S EDUCATION IF THEY ARE REQUIRED TO SELF ISOLATE**

In the event that your child is required to self-isolate, but is perfectly healthy, the government expects all schools to ensure that a child's education is not affected, and that they will be able to continue their learning at home.

**For children in Reception**, the Nebula Federation have chosen **both** Microsoft Teams, **and** the Tapestry Learning Journal as our platforms for delivering learning at home.

Attached to this letter is a guide to help parents understand what is expected depending on different scenarios.

Thank you for your continued support and understanding.

Yours sincerely,

*TJ Kirton N.S. Owen*

Mrs Kirton Miss Owen  
Heads of School

# Guide to Reception homework and learning options in the case of self isolation

## Scenario 1 – Grey



All staff and pupils in school as normal



## Scenario 2 – Blue



All pupils in school  
Teacher at home




## Scenario 3 – Purple



All pupils at home  
Teacher at home




## Scenario 4 – Orange



Some pupils at school  
Some pupils at home  
Teacher at school



## Scenario 5 - Green



Some pupils at school  
Some pupils at home  
Teacher at home



### Expected Action

- The weekly Hook Sheet can be accessed via Tapestry with lots of ideas to support learning at home.

### Expected Action

- Pupils will receive some short sessions of live instruction\* from the teacher at scheduled times.
- Class work will be completed as normal

### Expected Action

- Pupils will receive some short sessions of live instruction\* from the teacher by logging into scheduled Teams meetings throughout the day.
- Other sessions of, and links to, pre-recorded instruction will be available to view on Tapestry.
- Play-based learning ideas and theme-related activities will be on the weekly hook sheet published on Tapestry.
- Tasks for children to complete will be published on Tapestry. Parents will upload photos or videos of completed learning for teachers to give feedback.

### Expected Action

- Pupils at home**
- Sessions of, and links to, pre-recorded instruction will be available to view on Tapestry.
  - Play-based learning ideas and theme-related activities will be on the weekly hook sheet published on Tapestry.
  - Tasks for children to complete will be published on Tapestry. Parents will upload photos or videos of completed learning for teachers to give feedback.
  - Teachers will offer a virtual 'drop in' session or phone-call for pupils or parents who have questions after school.
- Pupils at school**
- Pupils will receive their lessons as normal.
  - Homework can be accessed

### Expected Action

- Pupils at home**
- Sessions of, and links to, pre-recorded instruction will be available to view on Tapestry.
  - Play-based learning ideas and theme-related activities will be on the weekly hook sheet published on Tapestry.
  - Tasks for children to complete will be published on Tapestry. Parents will upload photos or videos of completed learning for teachers to give feedback.
  - Teachers will offer a virtual 'drop in' session or phone-call for pupils or parents who have questions after school.
- Pupils at school**
- Pupils will receive short sessions of live instruction from the teacher at scheduled times.
  - Class work will be completed as normal with another adult supporting and the teacher on hand for questions.

**IF PUPILS ARE SENT HOME TO SELF-ISOLATE DURING A SCHOOL DAY, THEY WILL NEED TO USE THEIR HOME-LEARNING PACK AND CHECK THE WEEKLY HOOK SHEET ON TAPESTRY FOR THEME-RELATED LEARNING IDEAS.**

**USE OF MICROSOFT TEAMS & TAPESTRY FOR HOME LEARNING WILL BEGIN THE FOLLOWING DAY, SEE ORANGE FOR DETAILS.**

\*When teachers are working from home, live teaching sessions will take place when appropriate and where the situation allows. Teachers may also use Oak National academy, BBC schools and other websites to supplement live teaching.