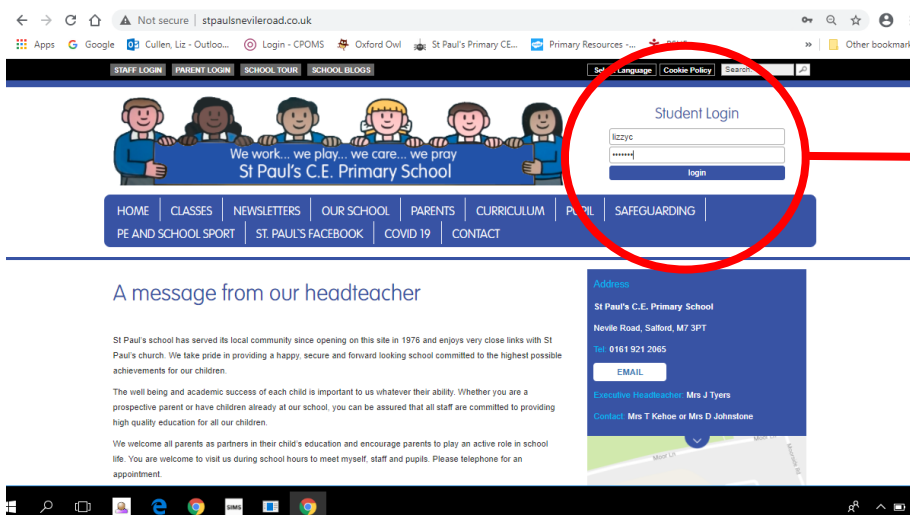


Parent Guide to our Virtual Learning Environment

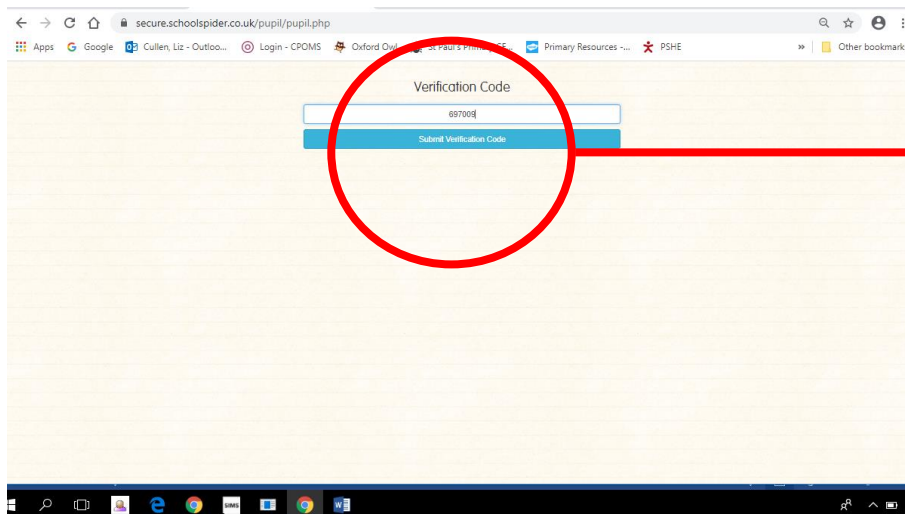
In case we find ourselves in the unfortunate position of further lockdowns or class quarantines, St Paul's has now invested in an interactive Virtual Learning Environment (VLE) which can be accessed through the school website. This allows staff to deliver lessons and set online work which the children can then complete online and upload for their teachers to check.

Your child will be given their own username and password and the pupil verification code for all pupils is 697009.

Hopefully this guide will show you how your child can use the VLE and how you can use it to keep an eye on the work your child is doing.

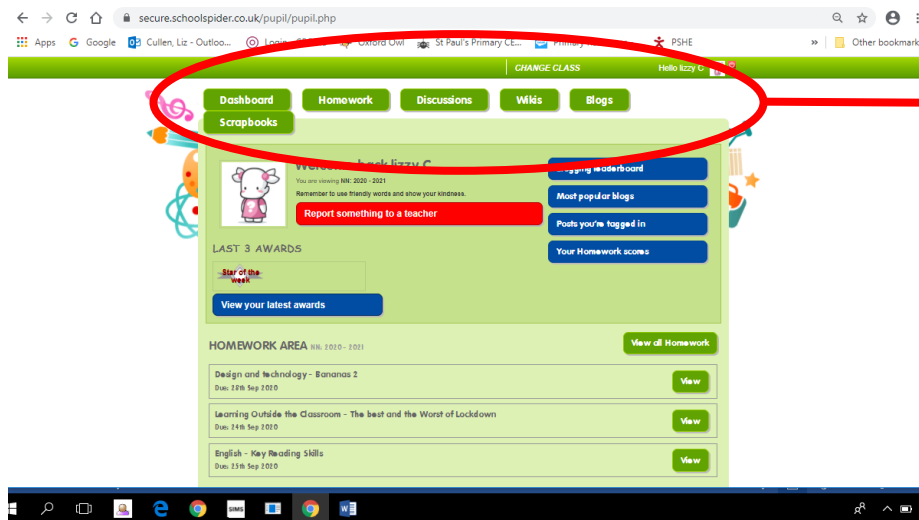


This is where pupils enter their unique username and password



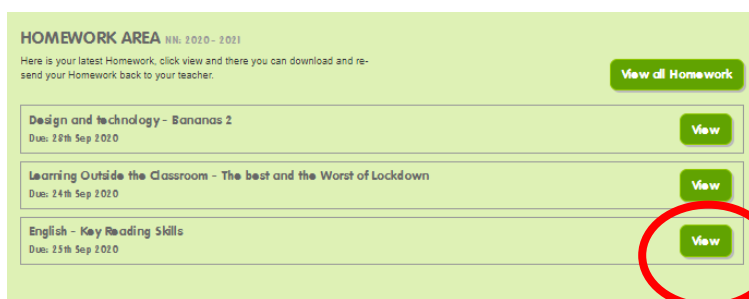
It will then prompt for the verification code which is 697009

And then you will be logged into your own pupil dashboard where you can access work set specifically for you by your teacher.

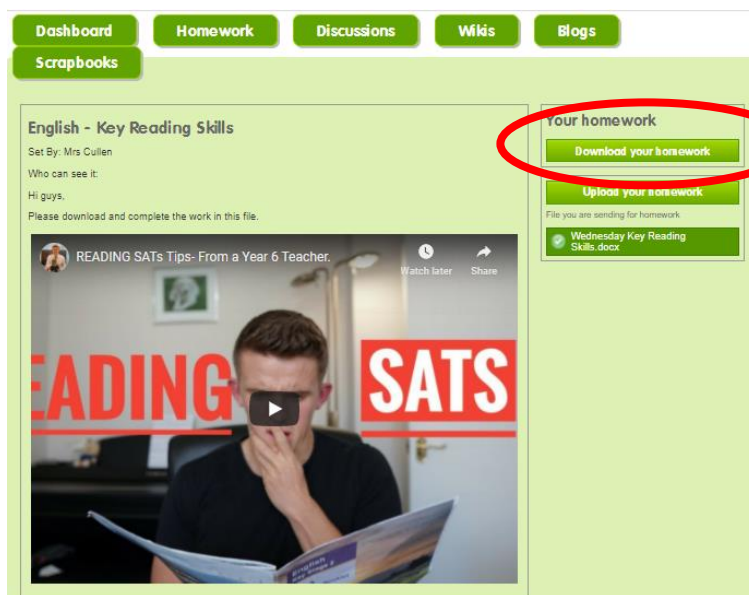


The dashboard has six buttons at the top which allows you to access any of 6 screens: 1.Homework, 2.Discussions, 3.Wikis, 4.Blogs, 5. Scrapbooks and 6.the main Dashboard

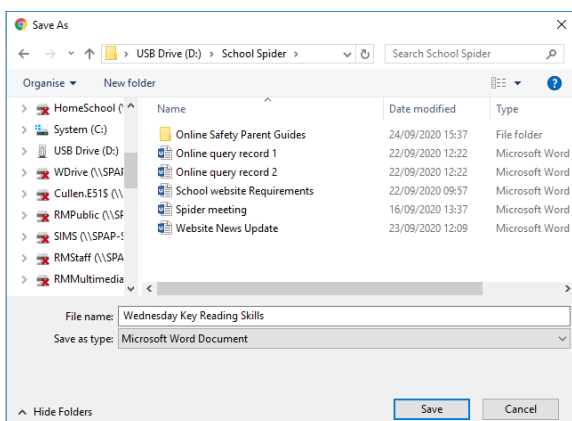
Click on the Homework Tab and it takes you to this page:



Then click on view to see each piece of homework.

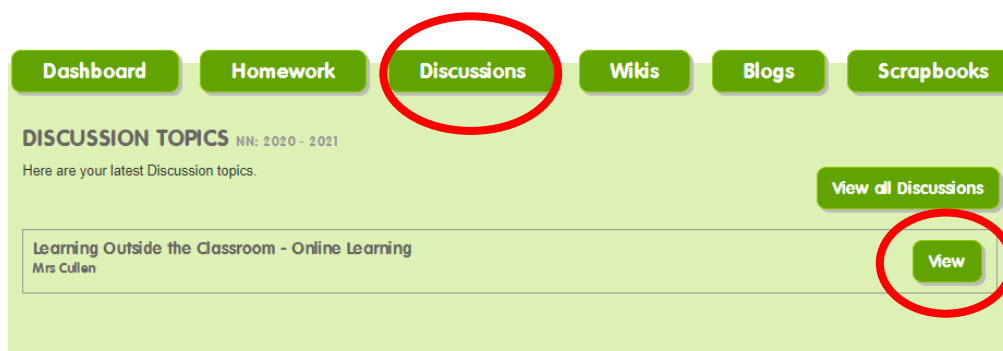


Teachers will explain the task, download teaching videos if appropriate, and can add files for your child to download by clicking the download button.

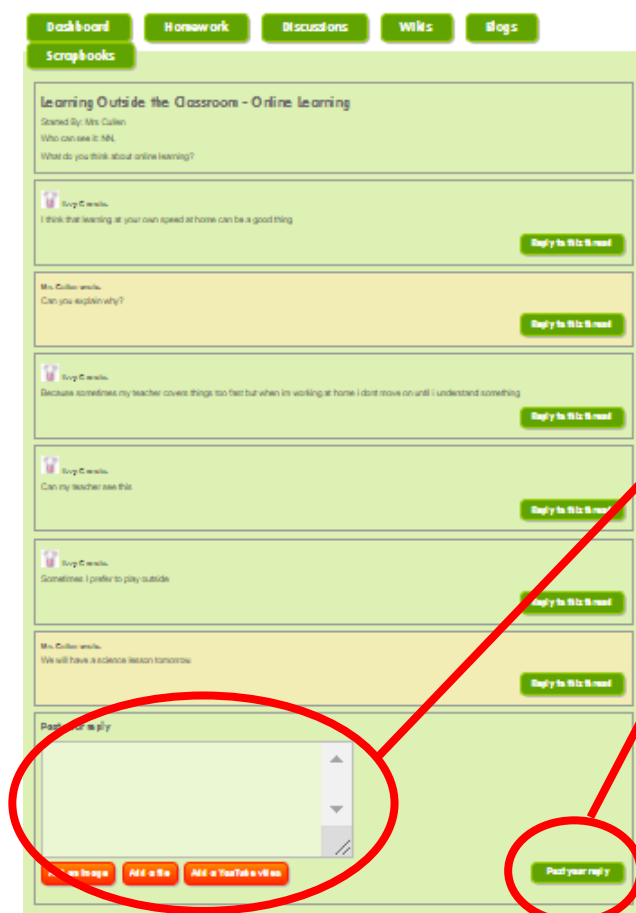


This opens this window allowing you to save and open the homework. Children can either print a paper copy or complete electronically on a computer. The second option is easier as they can then just save the file and use the Upload button to 'send the work back to their teacher'. Paper copies would need scanning and then uploading but either way works.

The other buttons at the top of the child's login take them to other pages. Click on discussions and you will see topics relevant to your child:



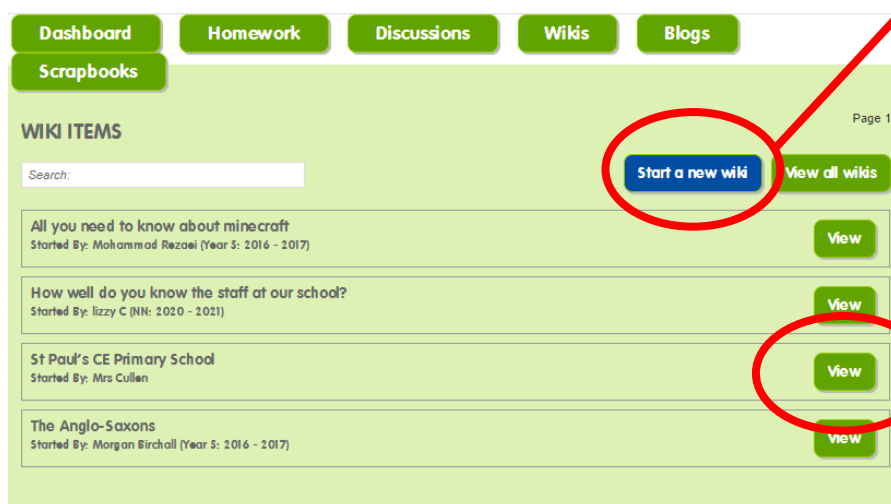
Click the view button next to the discussion you want to join.



This opens the discussion which can be commented on by any pupils the discussion is set for and also the teachers.

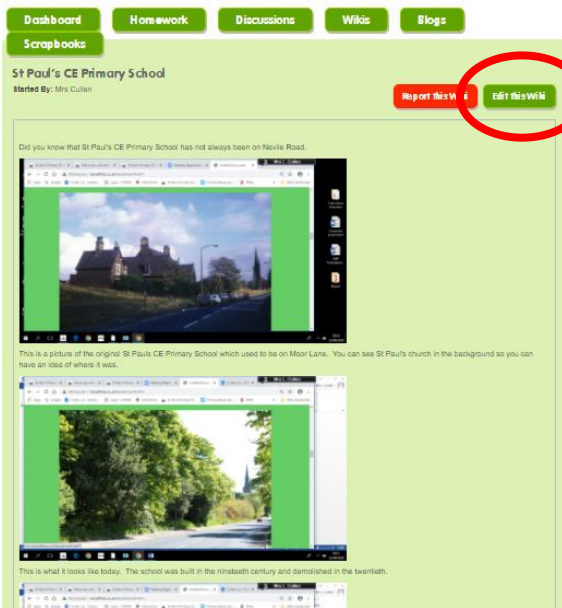
To comment on the discussion your child simply writes their message in the comments box, adds files, images or Youtube videos if required.

They then click this button to post their reply.

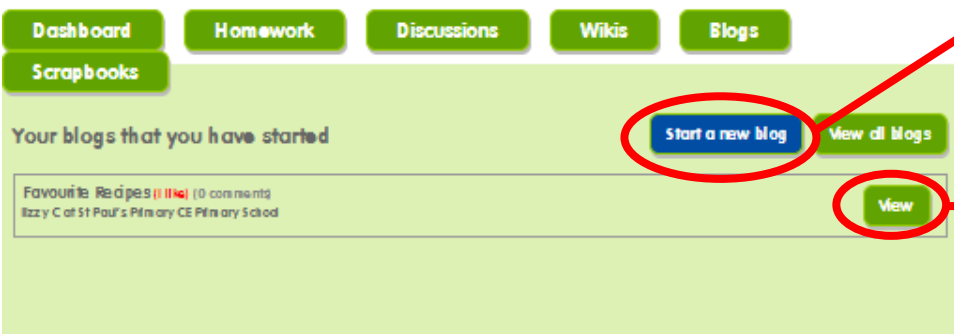


Wikis are St Paul's very own Wikipedia pages that children can create from scratch.

However they may prefer to add information to an established page. To do this click to view the chosen Wiki page



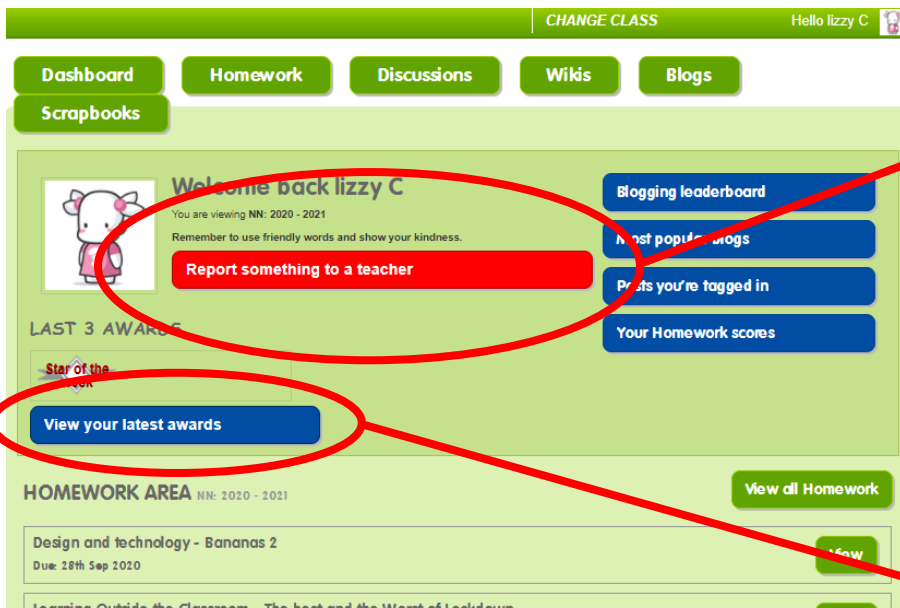
To add to an existing Wiki page simply click the 'Edit this Wiki' button



The Blogs page works in the same way. Children can start a blog. Or they can view a blog and add to it.



And the Scrapbooks page. This is a private page only viewed by the child and the teachers. Text, pictures, videos and files can all be uploaded and saved using the simple child friendly buttons. Children can make as many scrapbooks as they wish.



Finally, two last features of the dashboard:

The 'Report something to a Teacher' button allows your child to send a private message to an adult of their choice in the school to discuss things they may not feel able to raise face to face e.g. bullying. (It also goes to 3 staff administrators).

Staff are also able to allocate awards to children when they do something particularly well or impress with their behaviour. These can be seen on the main dashboard.

We hope this guide has been useful and are delighted that we are now in a much stronger position to support your children's virtual learning should the need arise again.

Thank you.