



THINK BIG
DO THE
RIGHT THING
TEAM SPIRIT



Seesaw letter to pupils (School work at home)

The following guidelines should help you manage your work at home whilst the schools are closed.

What is expected of me?

Please complete all the work your teacher has asked you to do and complete it by the time your teacher has asked. Your work will be sent to you using See Saw. Your teacher will be checking how you are getting on and you can use the response feature to speak to your teacher if you need any help. Don't forget that we also have the year group mailbox listed below:

ILM.EYFS@E-ACT.org.uk

ILM.Year1@E-ACT.org.uk

ILM.Year2@E-ACT.org.uk

ILM.Year3@E-ACT.org.uk

ILM.Year4@E-ACT.org.uk

ILM.Year5@E-ACT.org.uk

ILM.Year6@E-ACT.org.uk

ILM.SEN@E-ACT.org.uk

ILM.Thrive@E-ACT.org.uk

If your teacher is worried that you may be falling behind, they will contact you and check that you are ok, that you understand and make sure you have enough help to finish the work. Just like they would do at school.

Just like at school, if your teacher is very concerned that you aren't logging into seesaw and completing work, they will contact your parent or carer and have a chat with them.

You must follow your timetable which is published on your academy's website as part of the seesaw letter to parents. Your teachers will provide you with plenty of work.

How can I get help from my teacher?

If you have had a go at your work and you find you can't do it because you need more help, you should message your teacher using the response feature in seesaw.

You should never just 'leave' the work; your teachers are available to support you and they want to help you to finish tasks.

How should I communicate with my teacher?

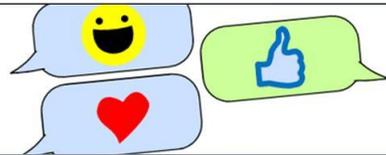
Please use the response feature on seesaw or the mailbox to talk to your teacher and they will reply back. They might not reply straight away as they could be helping someone else. Your teacher will only reply to your messages between 9am and 3pm (Monday-Friday). Like

you do at school, make sure your messages are polite like you would speak to your teacher at school.

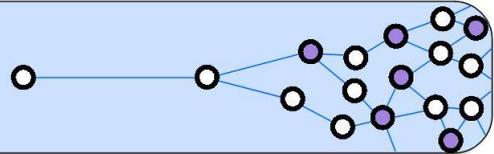
How do I keep myself safe online?

8 tips to stay safe online

1 Be nice to people online.



2 Take care with what you share.



3 Keep personal information private.



4 Check your privacy settings.



5 Know how to report posts.



6 Keep your passwords safe.



7 Never meet anyone in person you've only met online.



8 If you see anything online that you don't like or you find upsetting, tell someone you trust.

