

8/1/21



FAO; Parents/Guardians of students at Tarbert CS

RE: Online Learning from January 11th 2021

Tarbert Comprehensive School

Dear Parents/Guardians,

By now I am sure you are all aware of the Government decision to move schools to online teaching from Monday January 11th 2021. Naturally our preference would always be teaching in person, however, given the current health crisis that is not possible and I welcome the Government's wisdom in moving tuition for all to a safer online environment.

In this correspondence I wish to outline how Tarbert Comprehensive School will operate so as to provide effective online tuition to your child at home. The following are the main points as to how our School will operate:

- Students are to log on to their student Gmail accounts and find instructions from their subject teachers for each period, every day. All students have been instructed on how to use Gmail. All students have their Gmail log in details (despite what some may tell you – don't listen to excuses!)
- Remote contact with the school not only includes aspects of teaching and learning but other aspects of school contact are also included, such as assemblies, career guidance meetings, chaplains chats, guest speakers etc.
- Students will be taught according to their existing timetable. Students are asked to be ready and prepared at 9am in suitable attire and in a suitable environment ready for class. Students will then log in to their classes each 40 minutes (or 80 minutes). Breaks will operate as per the timetable
- Parents/Guardians are reminded that VSWare is the first point of contact with the School and so should log on frequently to see comments from teachers about your child's progress and attendance
- Most classes will be 'live' or partly so - a roll call will be taken by teachers every class. Parents/Guardians can see this roll call daily on VSWare
- As well as live classes - staff may be using online tutorials, pre-recorded videos, emails, online notes, revision, online homework/assignments etc.
- Parents/Guardians are reminded that the school Code of Behaviour is applicable to remote teaching and learning including the Anti- Bullying Policy and Remote Teaching and Learning Policy (available on the school website). Students' behaviour will be monitored just as it would in the real world. Some of the key points are as follows:
 - A high sense of respect is expected from students when engaging in Remote Learning. All students participating in online classes are expected to conduct their communications with one another and between student and teacher in a respectful manner.
 - Students are not allowed record classes or take screenshots.
 - Circulating or publishing material recorded without consent for the purpose of humiliating , undermining the reputation of or causing damage to another person, whether considered as "messing" or not, may be considered as a serious breach of discipline. This could result in suspension or expulsion from School depending on the circumstances.

Mr. Richard Prendiville, Principal

An Scoil Chuimsitheach, Tairbeart, Contae Chiarraí

Phone :: 068 36105 Fax :: 068 36462

Email :: admin@tarbertcs.ie

Ms. Leila Moloney, Deputy Principal

Comprehensive School, Tarbert, County Kerry

Web :: www.tarbertcomprehensive.ie

Charity Number :: 20148706

- Inappropriate language or behaviour will result in disciplinary action. Parents are asked to remind students that Remote Learning is not private and to think of the consequences of anything they might say, write or post online. Above all, be positive in their engagement with Tarbert Comprehensive School Remote Learning
- While the School is unable to provide ICT equipment or Broadband to students, it is conscious that some families may have access issues. Should this be the case you should contact either the Year Head, Ms Moloney Or I so as to let us know
- The School is open for 5 days a week from Monday January 11th. The School office can be contacted as normal on 06836105 or admin@tarbertcs.ie
- Student assemblies will be held this Monday January 11th at staggered times for all year groups. These assemblies are vital as they will inform students about online learning and expectations for the coming term. All students must attend. An email link will be sent to students' Gmail in advance. Students are asked to log on with their microphones muted. The assembly times are as follows;

| Time | Year Group | Host |
|----------|------------|---|
| 9am | LC2 & LCA2 | Mr Prendiville & S. Dillon Followed by guest speaker Imelda Garvey |
| 9.30 am | LC1 & LCA1 | Mr Prendiville & Ms S Fitzgerald |
| 10 am | 1st Year | Mr Prendiville & Ms E Fitzgerald |
| 10.30 am | 2nd Year | Mr Prendiville & Mr Dore |
| 11 am | 3rd Year | Mr Prendiville & Ms R O'Donoghue |
| 11.30 am | TY | Mr Prendiville & Ms Hogan |

- To facilitate assemblies and staff department meetings running at the same time - tuition this Monday January 11th will begin at 11.55 am. Tuition will run as per the timetable from then onward
- School Books and equipment may be collected by students on Monday January 11th from 9.30 am to 4pm. Please DO NOT attend if you are showing any symptoms of Covid-19. Students must adhere to strict social distancing, wear masks and sign in when entering the building. Students only should enter the School and should leave immediately once the material is collected. Students are not allowed to congregate. Parents of Junior Cycle students are reminded that a digital version of all their textbooks is available online through their student Gmail accounts. Teachers may forward further details via email of equipment etc. that needs collection on Monday - so students should check their emails in advance. Such material/equipment will be available in the assembly hall for collection
- Parents/Guardians should be aware that the School continues to offer the support of the Chaplain and Guidance Counsellor. These may be contacted via normal channels as required
- Information around the State Exams (and all its elements such as orals and practical's) will be made available when known. Given the priority of the Leaving Certificate, I will be asking all LC2/LCA2 students to provide their personal mobile numbers to the school in the coming week so as to aid rapid communication if or when required.
- Mock Examinations have been postponed until further notice. Parents/Guardians and students will be notified of a new timeline when determined
- A Junior Cycle in-service day for teachers, originally scheduled for Thursday January 14th has now been postponed until February 11th 2021

I hope this information clarifies all you need to know. Needless to say your child's Year Head is available to you as normal. Please be aware that as these individuals also have teaching duties they may not be able to communicate with you instantly but will get back to you as soon as possible. Equally both I and Ms Moloney will be contactable as normal.

These are difficult times and the most unique of circumstances. However I am confident as a School that we can continue to effectively teach your child remotely with your cooperation (and theirs). While this is not an ideal scenario - we are where we are and we must make the most of our current circumstances. I want to thank you sincerely for your assistance and want to take this opportunity to wish you and your family the very best for 2021.

Kindest Regards



Mr Richard Prendiville

PRINCIPAL

