



**Education Resources**  
Executive Director **Tony McDaid**  
**Cairns Primary School**  
**Helen Gillan – Head Teacher**

29<sup>th</sup> January 2021

Dear Parent/Carer,

### **Video Conferencing - Google Meet**

Video conferencing can be an effective way to keep in touch, provide support and reinforce learning. Google Classrooms give us the opportunity to interact with the children via Google Meet, allowing for live interactions between teachers and pupils.

We have been working very hard to produce a consistent and robust online remote learning offer and we are delighted with the levels of engagement over the past few weeks. Having afforded pupils, parents and staff time to become familiar with the provision, and following the recent questionnaire which parents/carers completed, it was found that live sessions where teachers and pupils could interact would be something that would further enhance our provision during home learning. Cairns teaching staff will therefore begin to host some live meets in order to keep in touch with pupils from the week beginning 1<sup>st</sup> February. This will initially be one or two meets a week and teachers will provide days and times of live meets on their Google Classroom stream.

While live video conferencing can be a valuable tool in maintaining communication between teachers and classmates, it does not however provide the flexibility that teacher recordings afford us. Being able to revisit recordings of key teaching and view with your child when time allows, still provides most equity in terms of access for our pupils and families.

We would ask that you take time to read and discuss the attached guidance with your child to ensure that all users are clear about expectation and rules around live video conferencing. Teachers will however remind children of the rules at the beginning of each live session. Teachers may also record each session to ensure that everyone feels secure in taking part. Only staff are permitted to record any live conferencing session and children will be made aware of any recording taking place.

I have attached the '**Responsible use agreement consent form for learners**' which all pupils, parents/carers have previously signed. This is attached for information only and does not require to be resubmitted.

In addition to this, a '**Video Conferencing Guide**' has also been included, which you **must** take time to read in order to get the best from these sessions.

Please feel free to contact us if you require any further information. We look forward to meeting with your child via Google Meet in the coming weeks.

Email: [office@cairns-pri.s-lanark.sch.uk](mailto:office@cairns-pri.s-lanark.sch.uk)





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Yours sincerely

H Gillan  
Head Teacher

Email: [office@cairns-pri.s-lanark.sch.uk](mailto:office@cairns-pri.s-lanark.sch.uk)



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