

CIRCULAR FOR PARENTS

Ref No- Cir/RBS/2020-21/No.5

Date- 12.06.2020

To: Parents (Class 9 and Class 10 – Academic Year 2020-21)

From: The Principal

Subject: Orientation to Remote Learning and Preparation for Transition Week

Dear Parents,

We are very excited to welcome back our students after the summer break on 15th June 2020. This year, our welcome back to school will be a virtual welcome but it will have the same passion and warmth for our dear students. Before we start on this exciting journey of a new academic year through the remote learning model, we would like to brief you – both students and parents- about how the new remote learning model will work.

The *first week* will be a transition week to orient our students to the remote learning tools and methods, and we will gradually move to a regular timetable. The regular timetable during remote learning will look very different than the face to face teaching timetable. A lot of thinking and effort of our academic team has gone into developing this new timetable. We hope that our students will also enjoy learning through this new process.

Students and Parents are requested to follow the below steps in preparation of the start of the classes:

Step 1: Submit Consent form for Student Email ids (link provided below)

Google Classroom (as a part of Gsuite for Education) will be the main LMS (learning management system) which we will be using for enabling remote learning. As a first step, we need to create student email IDs (linked to Redbricks' official G Suite account) and we need your permission to provide and manage a G Suite for Education account for your child. Request you to please read the details on the below link and submit the consent form.

<https://forms.gle/ogmeyCoMiwFe2GceA>

Step 2: Review materials for understanding the Remote learning model (link provided below)

We have created the following communication materials for *student and parent reference*, before the virtual school starts on 15th June. Kindly go through these jointly and all these aspects will be discussed by the HRT during the transition week.

1. ***A Video Message from the Principal on Remote Learning***
2. ***Student and Parent Handbook on Remote Learning***

You may access the video message and the handbook by clicking on the below link-

<https://drive.google.com/drive/folders/13hr9lwTCn2WZ3IF0kSqdnvCgqUBj8ptS?usp=sharing>

Step 3: Review the Transition Timetable for 15th-20th June 2020 (refer Appendix)

The transition timetable for the first week is shared in the *Appendix* below. This is for your information.

In the next week, we will also conduct a *live video orientation for all the parents* to ask any queries in relation to the remote learning model and general academics to share their feedback after the initial experience. A separate new parent orientation for parents of newly admitted students is also being planned like every year.

We will be using the '*Zoom platform*' to connect for live video sessions during the transition week. The login details and directions for joining Monday's classes will be sent to you shortly.

Meanwhile, kindly submit the consent form and go through the materials shared today as a preparation for the coming week. If you have any queries about the consent form, then you can contact the front office counselor.

We look forward to a unique and exciting learning journey ahead.

Best regards,

Sutapa Mishra
Principal
Redbricks School

Appendix 1 **Transition Timetable for Class 9 Students**

Transition Week Timetable for Class 9 (15th-20th June 2020)							
No of Periods	Time/Day	Day 1-Monday 15/06/2020	Day 2-Tuesday 16/06/2020	Day 3-Wednesday 17/06/2020	Day 4-Thursday 18/06/2020	Day 5-Friday 19/06/2020	Day 6-Saturday 20/06/2020
1	8:45- 9:30 am	Homeroom Time (Amrita Khetan)	Physics (Ritu Mann)	Homeroom Time (Amrita Khetan)	Hindi (Amrita Khetan)	Homeroom Time - each student with any 1 parent (Amrita Khetan)	-
2	9:45-10:30 am	Maths (Neelima Saraf)	Creative and Physical Projects (Disha Trivedi, Mansi Chhaya, Kush Bhardwaj, Bhavya Palkhiwala)	Biology (Mridul Gambhir)	Self-Enrichment (Heta Dwivedi, Anurima Chatterjee)	English Literature (Alpa Bosamia)	-
3	11:00- 11:45 am	Group 3 subject- Computer Applications/Art (Veena Kalaskar/Sarang Fadnis)	English Language (Dolly Sinha)	History/Civics (Dolly Sinha)	Geography (Devdutt Raval)	Chemistry (Jyoti Shukla)	-
4	12:30- 1:15 pm	-	-	-	-	-	-
5	Late Afternoon/Evening (Independent Study -Async Time)	Google Classroom setups for Maths and Group 3 subjects	Google Classroom setups for Physics and English Language	Google Classroom setups for Biology and History/Civics	Google Classroom setups for Hindi, Self- Enrichment and Geography	Google Classroom setups for English Literature and Chemistry	Self-directed recap of last week
		Flipgrid channel for introduction by teachers and students	Voting for project choice for Creative and Physical Projects	Asynchronous activity on norm setting		Students / Parents accept classroom norms and sign through a Google form	Explore features of Google Classroom and if required watch online tutorial videos for using Google classroom as a student
Note: Students should log in atleast 5 minutes before the session start time.							

Appendix 2 Transition Timetable for Class 10 Students

Transition Week Timetable for Class 10 (15th-20th June 2020)							
No of Periods	Time/Day	Day 1 - Monday 15/06/2020	Day 2 - Tuesday 16/06/2020	Day 3 - Wednesday 17/06/2020	Day 4 - Thursday 18/06/2020	Day 5 - Friday 19/06/2020	Day 6 - Saturday 20/06/2020
1	8:45- 9:30 am	Homeroom Time (Jyoti Shukla)	Hindi (Amrita Khetan)	Homeroom Time (Jyoti Shukla)	Chemistry (Jyoti Shukla)	Homeroom Time - <i>each student with any 1 parent</i> (Jyoti Shukla)	-
2	9:45-10:30 am	Biology (Mridul Gambhir)	Creative and Physical Projects (Disha Trivedi, Mansi Chhaya, Kush Bhardwaj, Bhavya Palkhiwala)	Maths (Neelima Saraf)	Geography (Devdutt Raval)	Physics (Neelima Saraf)	-
3	11:00- 11:45 am	History/Civics (Dolly Sinha)	English Language (Ridhima Dhar)	Group 3 subject- Computer Applications/Art (Veena Kalaskar/Sarang Fadnis)	Self-Enrichment (Heta Dwivedi, Anurima Chatterjee)	English Literature (Ridhima Dhar)	-
4	12:30- 1:15 pm	-	-	-	-	-	-
5	Late Afternoon/Evening (Independent Study -Async Time)	Google Classroom setups for Biology and History/Civics	Google Classroom setups for Hindi and English Language	Google Classroom setups for Maths and Group 3	Google Classroom setups for Chemistry, Self Enrichment and Geography	Google Classroom setups for Physics and English Literature	Self-directed recap of last week
		Flipgrid channel for introduction by teachers and students	Voting for project choice for Creative and Physical Projects	Asynchronous activity on norm setting		Students / Parents accept classroom norms and sign through a Google form	Explore features of Google Classroom and if required watch online tutorial videos for using Google classroom as a student
Note: Students should log in atleast 5 minutes before the session start time.							