



As we move to remote learning for all pupils here is some further, hopefully helpful guidance for using the DB Primary platform.

Communication

Children will receive an email or communication from their class teacher to show what they have to do for that day. They can also select some independent learning/games from DB Primary, Times Tables Rockstars or Mathletics and Literacy Planet or Oxford Owls.

On the Remote Learning timetable, there is a schedule for children to follow and this also includes some time for reading. Children can message their teacher with any issues during the day. Please ask your child to check their own 'Class Page' every day as teachers are also uploading videos which help in the use of DB Primary, or outline the day's activities.

Completing work

All children should be trying as hard as possible to complete tasks set for them daily by their teacher. This will include English, Maths and one other subject task per day. Children should also be reading throughout the day.

Depending on the task, children can choose to complete them in different ways:

- Write their answers in the 'WRITE' section of the task – scroll down, it is usually below the task information. In some tasks, you can scroll down to 'New' and click on 'Document' to create an area to type
- Write/draw their answers on a piece of paper with a pencil or pen then take a photo and upload this to DB Primary. When it is uploaded it should then be attached to the task so that the class teacher can see it in their mark book
- Sometimes the work may ask for a picture, then the children can use the paint tool within DB Primary
- Complete a game/activity generated by DB Primary

Once the children are finished, they can 'save' work which submits it to the class teacher or they can type in that they have completed it to show they have done it. Some tasks may have a self-assessment tool – a smiley face or a traffic light which the children can use to assess their learning during that task. Once this is completed, the task will disappear from their home page and go into the 'files' section in 'My Desk'.

The work will also appear in the class teacher's mark book and they can see that the child has completed it and can mark it accordingly. If it has not been saved and submitted in this way, teachers will not be able to see it.

Troubleshooting

- Please do not panic if you are struggling to upload a photo of work, your child can inform the teacher via the email on DB Primary if this is the case.
- The documents which the teachers are using for tasks could be a picture or a screenshot or a PDF and usually in school, they would use this as a reference and not to write on as they write in their books. Children can try to write their answers in the 'Write' section or on a piece of paper rather than editing the document or printing it off.
- If there is nowhere to add their answers, they can 'Create' a document (this tab is under the task). Select 'document', and write in there as mentioned above.
- If you have had issues with a task which your child has already done, just contact us and we can remove it from the page.

DB Primary is a great tool for Remote Learning. We are still learning new and effective ways of using it, so please bear with us. We would welcome your feedback and we are always at the end of the phone, or email, to help and support you at home.

Many thanks, you are doing a great job!