



17 August 2021

Kia Ora Whānau

Jacinda Adern, our Prime Minister, has tonight (from midnight) shifted New Zealand to Alert Level 4 in our country's attempts to fight Covid-19. This means that school will be closed from Wednesday 18 August 2021 to Friday 20 August 2021. Our school will be closed to **all students and staff** from midnight Tuesday 16 August 2021.

In response to this announcement, we do hope you and your whānau are safe and well. The most important actions we can take during this 3 day lockdown is to take care of ourselves and each other.

We are very fortunate at Rototuna Primary School to already have a comprehensive home learning system in place. This is called **SPOTLIGHT**. SPOTLIGHT is **free** for all our students to access. All students have individual log-ins to their SPOTLIGHT dashboard. If your child cannot remember their log-in, please email your child's classroom teacher.

**SPOTLIGHT** will be the online portal that **ALL** teachers at Rototuna Primary School will use to continue learning and contact with students from home.

**Teachers will:**

- Ensure that each student always has a reading, writing and maths goal assigned on SPOTLIGHT, taking into account each individual student's pace of learning
- Provide email contact with parents as a group and respond to individual parents as appropriate

**Students can:**

- Complete online activities connected to each goal
- Practice using their new learning each day
- Upload evidence for each goal (uploading evidence cannot be done through the parent app)
- Write every day
- Read a book

**Parents can:**

- Support your child to access SPOTLIGHT daily
- Support your child to practice using their new learning
- Add feedback on SPOTLIGHT celebrating your child's effort and completed learning tasks

The Government have also suggested that parents can access home learning via the TVNZ Ondemand Home Learning Channel: <https://www.tvnz.co.nz/shows/home-learning-tv>

For whānau who do not have access to devices or wifi, below are some other ways of learning that you can engage your child/ren with:

- Baking (maths)
- Daily writing in a diary
- Watch a movie and then write a recount of what happened or describe a character
- Find a bug in the garden - draw the bug and label it
- Write a lunch menu
- Lego - write instructions for making something
- Write a letter to someone special
- Art - draw a picture or make a card for someone special

### Support documents for parents

- You can find teachers email addresses via our SchoolApp under **Contacts**
  - To download our app refer to our website under the SchoolApps tab
- You can find SPOTLIGHT **HOW TO** videos and a SPOTLIGHT **OVERVIEW** on our Rototuna Primary School Website under the GENERAL tab:  
<https://www.rototunaprimery.school.nz/>

**SPOTLIGHT HOW TO  
Videos for Parents**

**Spotlight Overview**

We hope this communication reassures you that while our school is shut down, disruption to learning in the priority curriculum areas of reading, writing and maths for your children can be minimised through your child's engagement with SPOTLIGHT. We understand the challenges that come with lock-down and ask that you do what is best for you and your whānau in terms of managing and engaging with home learning. Your wellbeing matters.

Thank you for your support during these unprecedented times. We will keep you updated as we receive further information from the government. Stay safe whānau.

Ngā mihi,

James, Kylie, Stacey and Tina  
**Senior Leadership Team**