



## St Thomas More High School

### Virtual Learning Environment (VLE)

<http://vle.st-thomasmore.southend.sch.uk/>

### Parent Guide

#### Introduction

The Virtual Learning Environment (VLE) is a virtual extension of the classroom. The VLE consists of personalised areas tailored to your son/daughters individual timetable. The VLE contains resources in multiple formats, interactive quizzes & forums which encourages discussion within that subject field. Extended learning tasks will often be set on the VLE and the deadlines for each individual assignment set by the teacher can be seen on the student's individual calendar.

(see fig.3)

#### How do Students log in?

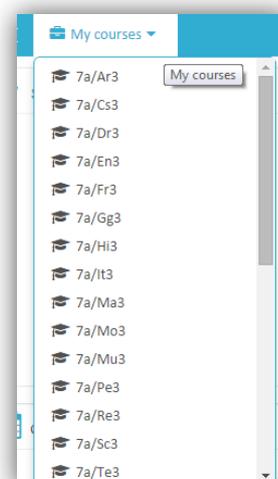
The VLE uses the same log in and password as the school email account they have been given. The username comprises of the students first initial their surname and the year they joined. For example Fred Bloggs who joined Year 7 in September 2014 would log in a 14fbloggs.

**Forgotten password?** Any problems logging in can easily be resolved by visiting the ICT technician's office located past the main office.

#### How do I view Extended Learning tasks set?

When logged in a scrollable dropped down list will appear under [My Courses](#) this list is personalised to each student. For some subjects there will be an individual course replicating the classroom with just one teacher and the other students in the class. For example 7a/Ar3. However the student will also be assigned to a course called Year 7 Art which will have resources shared by every teacher of Year 7 Art and every student studying Year 7 Art.

This offers students a wider range of resources created by a number of teachers in the department, but also allows the student to see resources/extended learning tasks available just to their class.



## What resources can my child see?

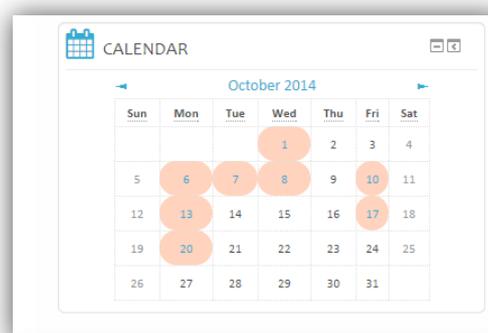
The VLE offers a wide number of resources at the click of a button. As we can see in the Year 7 History course page, there is reading material for both students and staff.

The VLE's versatility means that class discussions can be held online, in a safe monitored environment, as well as announcements & extended learning tasks.

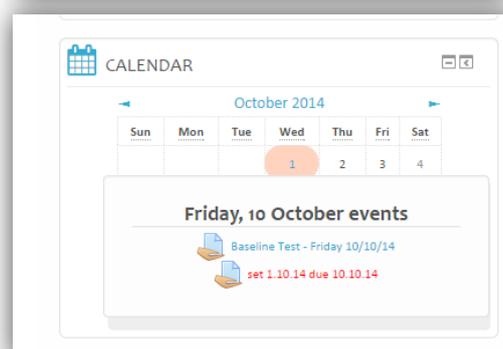
The VLE supports many different file types but however does require that the software be present on your home computer. However all the software students will need will be readily accessible on all computers on the school network.

## How does my child submit homework (Extended Learning) & how can I tell what's due in when?

When a class teacher sets a piece of homework on the VLE the deadline for set work will appear on the students personalised calendar on the home page.



When hovered over, the calendar will display the task description and when clicked will take you to the relevant page.



The page will display a task description, and offers the ability to submit the work online.

**7a/Hi3**

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**set 1.10.14 due 10.10.14**

You need to create a poster. This poster needs to be on any area of history. Maybe your favourite? It needs to have facts, pictures and colour. On a separate piece of paper.

**Submission status**

Submission status	No attempt
Grading status	Not graded
Due date	Friday, 10 October 2014, 12:00 AM
Time remaining	3 days 11 hours

[Add submission](#)

Make changes to your submission

By pressing the 'Add submission' button it displays the user with a simple drag and drop box, making submission of work quick and simple.

**7a/Hi3**

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**set 1.10.14 due 10.10.14**

You need to create a poster. This poster needs to be on any area of history. Maybe your favourite? It needs to have facts, pictures and colour. On a separate piece of paper.

**File submissions**

Maximum size for new files: 20MB, maximum attachments: 1

Files

Drop files here to upload

History work  
Fred Bloggs

[Save changes](#) [Cancel](#)

## Is the VLE safe? What about Cyberbullying?

As with every online resource where forums and discussions may be placed, there is a worry about cyber bullying and comments being posted online. If a forum is placed on a course it will be monitored by a member of staff, and the only participants will be students with school accounts. There is no part of the VLE that is open to public access or interference.

To make the VLE as safe as possible there are online links to both the Child Exploitation & Online Protection centre, and a 'Report Bullying' link which allows students to submit a report to a member of staff in the school without having to report the incident in person.

