



Balcarraslearning.com
From strength to strength

Parent Guide to the VLE

October 2015

Simon Ball, E-learning Co-ordinator

V. 1.0

What is Balcarraslearning.com



Balcarraslearning.com is the school's Virtual Learning Environment (V.L.E.)



It allows secure access to information on students and children at Balcarras.

It enables all students, staff and parents the opportunity to communicate effectively in a controlled and monitored environment.

It provides one place where students can access personalised work including homework which can also be accessed by parents.

It allows parents to keep in contact with the school by receiving newsletters and messages.

How to access the VLE

Using internet access navigate to the website

Balcarraslearning.com

When you do, you should see a screen similar to below.



[Home](#) | [Parent Guide](#) | [Staff Room](#) | [Make an online payment](#) | [School Website](#) | [Google](#) | [Email Account](#) | [School Network](#) | [Eclipse Library](#) | [Room Booker](#)

[Home](#) ► [Log in to the site](#)

You are not logged in.

Log in

Username

Password

Remember username

[Forgotten your username or password?](#)

Cookies must be enabled in your browser

How to access the VLE for parents

VLE - Virtual Learning Environment

Parents of children at Balcarras have the opportunity to access the VLE Balcarraslearning.com. This allows you to monitor **homework**, **attendance** and **achievements** as well as **resources** and **timetables** for your child.

Your e-mail address will be used by the VLE to send information to you including newsletters and upcoming events - **Balcarras News: Latest Announcements**. Please check your Junk box.

Request your initial password by [CLICKING HERE](#) and following the instructions.

Students can renew expired passwords by clicking here.
Note - all activity on this site is logged.

How to get your username and password

A Username and Password is required to access the VLE.

How to access the VLE for parents

VLE - Virtual Learning Environment

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Logging in for the first time

You will need to agree to the Site Policy Agreement once you've logged in for the first time. Click Yes to continue.

Site Policy Agreement

VLE User Policy

balcarraslearning.com is the Virtual Learning Environment (VLE) used at Balcarras School. It is based on the Moodle 'Course Management System' (<http://www.moodle.org>), a free open source software package designed using sound pedagogical principles, to help educators create effective online learning communities. Moodle is distributed under the GNU General Public License.

balcarraslearning.com provides a range of features for the delivery, support, administration and participation in teaching and learning activities. The features include content delivery and collaboration between teacher and learners, such as:

- Content creation or upload;

You must agree to this policy to continue using this site. Do you agree?

Yes

No

VLE Home Screen

You should see a screen similar to the one below.



Home | Parent Guide | Staff Room | Make an online payment | School Website | Google | Email Account | School Network | Eclipse Library | Room Booker

Home ► Log in to the site

You are not logged in.

CALENDAR, MESSAGES and NEWS

[ADD MESSAGE \(STAFF ONLY\)](#)

HOMEWORK TIMETABLE

[SEE ALL MESSAGES](#) | [ADD NEWS ITEM \(ADMIN ONLY\)](#) | [SEE ALL NEWS ITEMS](#)

EXAMS INFORMATION

[REPORT LOST ITEM](#) | [ADD LOST PROPERTY \(ADMIN ONLY\)](#) | [SEE LOST PROPERTY](#)

Monday, 21 September

RE: 'Peace One Day' event

WEEK 1

09:00	Lost Property Collection Week
09:00	Y11 Interim Reports #1 (collection)
15:45	Pastoral Meeting
18:30	Expedition launch meeting for parents in Main Hall - AJN

[Balcarras school Newsletter No.25](#)
Sep 21, 2015 2:58:25 PM

[House Music Auditions - Wednesday 23rd Sept: Foley and Selvey](#)
Sep 21, 2015 11:14:05 AM

[Lost Property Week 21st - 25th September](#)
Sep 18, 2015 11:37:33 AM

[PRODUCTION ORCHESTRA](#)
Sep 18, 2015 11:25:19 AM

RSS Feed Widget

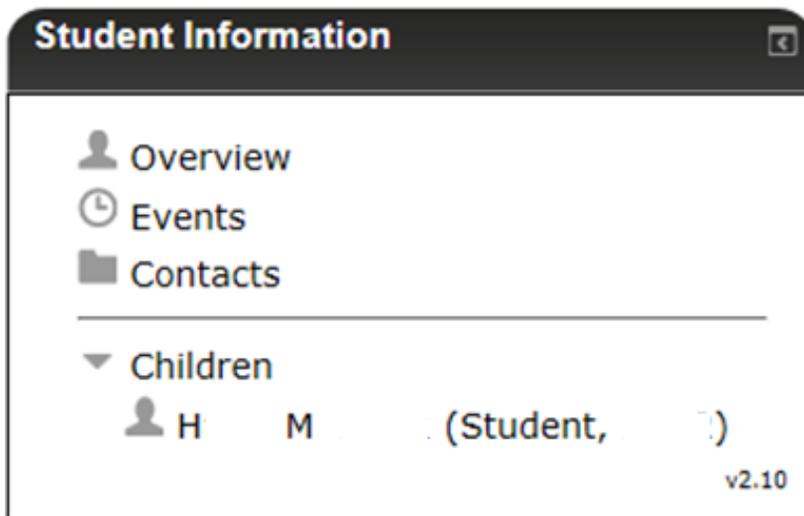
The school calendar

Lost property items

Messages and News

SIMS Information

At Balcarras we hold contact information about you as a parent as well as information about your child/children. This is held in a database called SIMS.



Overview



Contacts

Click on Overview or Contacts to check that we hold the correct contact details for you. Events is likely to be blank.

If any details are incorrect please contact the school at admin@balcarras.gloucs.sch.uk.

Children

When you click ► **Children** you should see the names of your children on roll at Balcarras. If not contact the school.

▼ Children



A

(Student, 11G1)



T

(Student, 8G1)

Click on a child to see the Overview.

(Student, 11G1)

Overview Attendance Timetable Events Gradebook Achievements
Behaviour Assessments Documents Family contacts

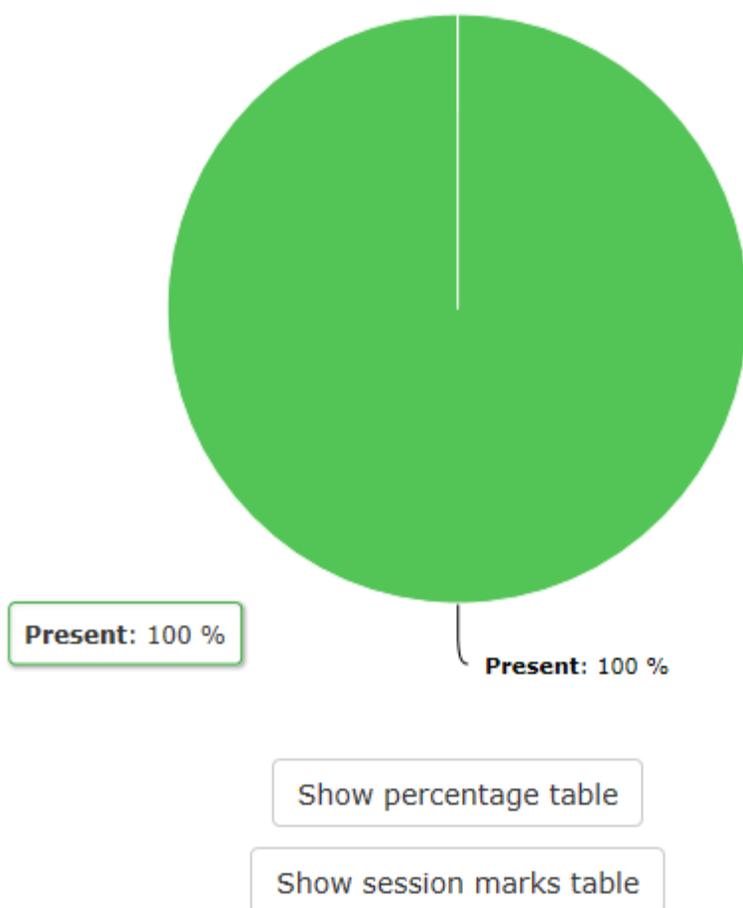
Surname	(Student, 11G1)
Chosen name	
Date of birth	
First Language	
Admission number	
Registration Group	11G1
Year Group	Year 11
House	Graveney



Monitor attendance

Click attendance to see the attendance record for that child. Please note that due to the nature of attendance recording it may take a few days to update.

Attendance percentages



Click the Show session marks table to see each morning and afternoon registration for your child.

Monitor Homework/Events

This is the Homework/Events tab. Click the tab to see the homework due on each day for that month.

<		today		September 2015				month		week		day	
Sun	Mon	Tue	Wed	Thu	Fri	Sat							
30	31	1	2	3	4	5							
6	7	8	9	10	11	12							
				3:35 pm TMD 1: 5:10 pm DL 11E									
13	14	15	16	17	18	19							
	12:55 pm AP11I 1:00 pm OT 11Y	10:00 am HLW 1:10 pm KI 11C		1:50 pm OT 11Y 6:20 pm DL 11E									
20	21	22	23	24	25	26							
	10:35 am ktc 1: 1:05 pm KI 10C				2:55 pm RDT 10								
27	28	29	30	1	2	3							
	10:50 am ktc 1:	11:00 am RC 11			10:00 am ART F								

Monitor Homework

Click on a homework to see more detail.

Event details

Name: HLW 11Y1 English

Date Due: Tuesday, 15 September 2015 10:00 AM

Description:

Research women in 1930s America.

You might want to think about:

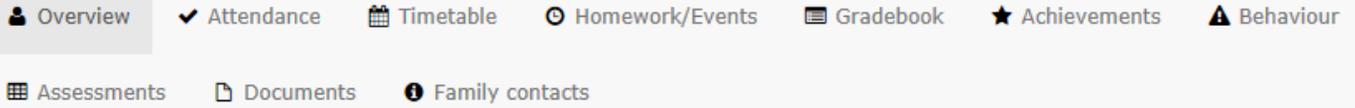
- The role women played in society
- How this role was changing and why it was changing
- How women were viewed in this time,

Please present your findings on one side of A4 - it could be a poster, mind-map, bullet points. I don't mind if it is typed or handwritten.

Name: HLW 11Y1 English

Teacher initials, set, subject should be correct for your child.

SIMs Information



Timetable – your child’s timetable

Gradebook – Grades held within the VLE

Achievements – Merits which have been given to your child

Behaviour – Being developed

Assessments – Being developed

Documents – Being developed

Family Contacts – Contact details for parents

Support

There are many other aspects to the VLE which you can explore at your leisure

This is an ongoing project at Balcarras and we are continually looking at ways to improve the Virtual Learning Environment

If you have any suggestions or issues relating to the VLE, please contact me by e-mailing

elc@balcarras.gloucs.sch.uk.

I hope that you find the VLE a valuable tool.

Simon Ball, E-Learning Co-ordinator