

## Parent Readiness Checklist for Distance Learning

*Checklist for parents and guardians*

Tick each item when complete. Use the notes column for evidence, dates or follow-up actions.

### Access and equipment

Done	Readiness item	Notes / evidence
<input type="checkbox"/>	My child has a suitable device and internet connection for learning from home.	
<input type="checkbox"/>	We know the timetable and where to find lesson links.	
<input type="checkbox"/>	We know how to log in to the approved school platforms (Mojo).	
<input type="checkbox"/>	We know who to contact if there is a technical problem.	

### Home learning setup

Done	Readiness item	Notes / evidence
<input type="checkbox"/>	My child has a quiet and appropriate place to learn.	
<input type="checkbox"/>	We understand the school day routine and expected start times.	
<input type="checkbox"/>	My child has basic materials needed for lessons and tasks.	

### Expectations and support

Done	Readiness item	Notes / evidence
<input type="checkbox"/>	We understand attendance expectations and how absence must be reported.	

<input type="checkbox"/>	We understand that work should be completed by the student unless support is necessary.	
<input type="checkbox"/>	We know how messages from teachers and the school will be shared.	
<input type="checkbox"/>	We know whom to contact about academic, technical or pastoral concerns.	

### First-day check

Done	Readiness item	Notes / evidence
<input type="checkbox"/>	We have checked the account login before the first day if possible.	
<input type="checkbox"/>	We know what to do if a lesson link does not work.	
<input type="checkbox"/>	We are ready to report urgent concerns promptly through the correct route.	

School use: controlled operational checklist.