

North Wales Online Reading Project – *Keeping Pupils Reading!*

Dear Parent/Guardian,

Your child's school has indicated that they are keen to help pupils continue to practise reading at home during the period of school closure caused by the coronavirus outbreak. The research team at the Collaborative Institute for Education Research, Evidence and Impact (CIERI), Bangor University, has produced a comprehensive support package to help parents use Headsprout reading programmes at home.

This letter provides a simple step-by-step guide to help parents use the free Headsprout access that your school has set up for your child. It is your choice to decide whether you want to use Headsprout at home or not. If you decide you want to help your child read at home, this project will provide information and online support materials to help you get started. There is no problem if you start to use Headsprout and then decide you can't continue.

Headsprout is an evidence-based online English language reading programme that provides engaging online episodes and eBooks designed to teach phonics, phonemic awareness, fluency, vocabulary, and comprehension skills. It is comprised of three parts:

1. **Early Reading** (80 episodes – around 15 minute per episodes) This teaches phonics, phonemic awareness, fluency, vocabulary, and beginning comprehension skills.
2. **Reading Comprehension** (50 episodes - around 20 minutes per episode) This teaches comprehension skills including the 4 key question types: 'find fact', 'clue words', 'mostly about' and 'vocabulary'.
3. **Advanced Reading Comprehension** (50 episodes – around 20 minutes per episode) This teaches pupils to apply the key reading comprehension strategies across a variety of text types and includes key vocabulary.

Your child will complete a placement test to place them at the most appropriate starting point based on their reading ability. The following ten steps explain how to access our training and support materials so you can help your child to use Headsprout at home:

STEP 1: Ensure you have all the correct documents before you get started

STEP 2: Use your child's hwb email to access the resources on the Google Classroom

STEP 3: Choose the device your child will use.

STEP 4: Getting started on the programme.

STEP 5: How to listen to and use the stories in Headsprout Early Reading.

STEP 6: How to access and use the Star Zone.

STEP 7: How to listen to and score the benchmark stories.

STEP 8: How to read messages from Headsprout and school staff.

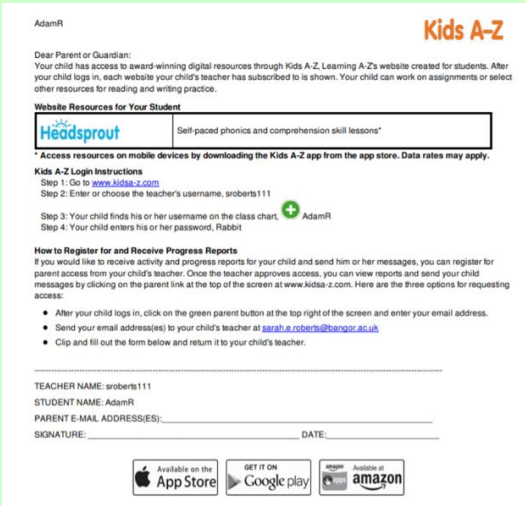
STEP 9: How to complete the fluency building activities.

STEP 10: How can parents help?

STEP 1

Ensure you have all the correct documents before you get started.

The school will send you these documents:

Document	Visual guide
1. This letter (with links to the hwb network and all training videos)	 The letter is titled 'North Wales Online Reading Project - Keweenaw Pwlls Reading'. It is addressed to 'Dear parent/guardian,'. The letter explains that the child's school has signed up to the Headsprout online reading program. It lists the three parts of the program: Early Reading (80 episodes, 15 minutes), Reading Comprehension (50 episodes, 20 minutes), and Advanced Reading Comprehension (50 episodes, 20 minutes). It also mentions a placement test and a seven-step guide to access the program. The steps are: STEP 1: Ensure you have all the correct documents before you get started; STEP 2: Use your child's hwb email to access the resources on the Google Classroom; STEP 3: Choose the device your child will use; STEP 4: Getting started on the programme; STEP 5: How to listen to use the stories in Headsprout Early Reading; STEP 6: How to access and use the Star Zone; STEP 7: How to listen to and score the benchmark stories; STEP 8: What is the role of school staff and parents?
2. Headsprout parent letter (explaining how to login)	 The letter is from 'AdamR' and is titled 'Kids A-Z'. It explains that the child has access to award-winning digital resources through Kids A-Z Learning A-Z's website. It mentions that the child can work on assignments or select other resources for reading and writing practice. It includes a section for 'Website Resources for Your Student' with a link to 'Headsprout' and a description: 'Self-paced phonics and comprehension skill lessons*'. It also mentions that resources are available on mobile devices by downloading the Kids A-Z app. The letter includes 'Kids A-Z Login Instructions' with steps 1 to 4. Step 1: Go to www.kidsa-z.com. Step 2: Enter or choose the teacher's username, sroberts111. Step 3: Your child finds his or her username on the class chart. Step 4: Your child enters his or her password, Rabbit. It also includes a section for 'How to Register for and Receive Progress Reports' with instructions on how to register for parent access and how to receive progress reports. It includes a form for 'TEACHER NAME: sroberts111', 'STUDENT NAME: AdamR', 'PARENT E-MAIL ADDRESS(ES):', 'SIGNATURE:', and 'DATE:'. It also includes logos for the App Store, Google play, and Amazon.
3. Your child's login card (school username, child's username and child's password)	 The login card is titled 'Kids A-Z' and 'AdamR'. It shows the 'Teacher Username' as 'sroberts111' and the 'Student' as 'AdamR'. It also shows the 'Password' as 'Rabbit'. It includes the website 'www.kidsa-z.com' and logos for the App Store, Amazon appstore for Android, and Google play.

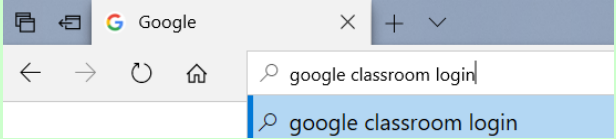
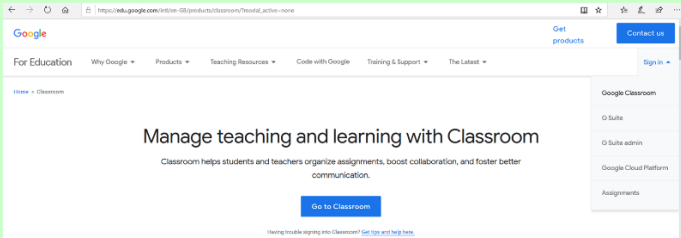
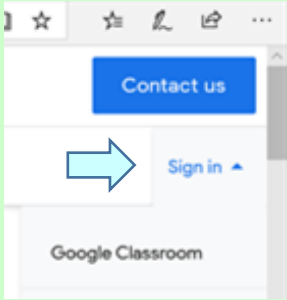
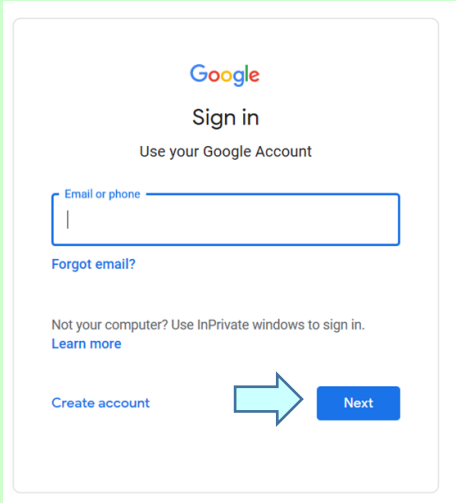
STEP 2

You will need to use your child's hwb email to access the resources on the Google Classroom.

Follow this video guide to show you how to login to our Google Classroom and access our 'how to' guides and other resources:

<https://youtu.be/ZW4IKVfi3w>

See the step-by-step guide below:

Step-by-step guide	Visual guide
1. Enter <i>google classroom login</i> in the website address bar then press enter	
2. You are now on the Google classroom login page CLICK 'Sign in' Then CLICK 'Google Classroom'	  
3. Enter your child's hwb email CLICK 'Next'	

4. It will ask you to enter your child's hwb email again on the hwb site



The screenshot shows the Hwb 'Sign in' page. At the top is the Hwb logo. Below it is the heading 'Sign in'. There is a text input field containing 'username@hwbcymru.net'. Below the field are two links: 'Can't access your account?' and 'Sign-in options'. At the bottom right is a blue button labeled 'Next'.

5. Enter your child's hwb password

Then

CLICK 'Sign in'



The screenshot shows the Hwb 'Enter password' page. At the top is the Hwb logo. Below it is the email address '← robertss395@hwbcymru.net'. The heading is 'Enter password'. There is a password input field with masked characters '.....'. Below the field is a link 'Forgotten my password'. At the bottom right is a blue button labeled 'Sign in'.



6. You are now in your child's Google Classroom

CLICK the '+' sign

Then

CLICK 'Join class'



The screenshot shows the Google Classroom interface. At the top is a toolbar with icons for books, stars, lists, drawing, and sharing. Below the toolbar is a row of icons: a plus sign, a grid, and a profile icon. A blue arrow points to the plus sign. Below the plus sign is a dropdown menu with two options: 'Join class' and 'Create class'.

7. Enter the Google Class code

3zlamft

Then

CLICK 'Join'



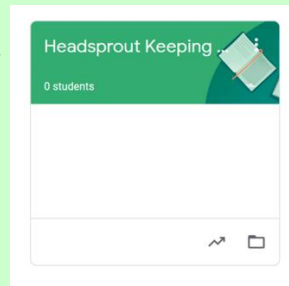
The screenshot shows a 'Join class' dialog box. At the top is the heading 'Join class'. Below it is the text 'Ask your teacher for the class code, then enter it here.' There is a text input field labeled 'Class code' containing '3zlamft'. At the bottom right is a blue button labeled 'Join'.

8. You are now a member of the *Headsprout Keeping Pupils Reading* Google Classroom

CLICK the *Headsprout Keeping Pupils Reading* Google Classroom

Then

CLICK 'Classwork'



Classwork

People

Grades

9. Here you will see a list of folders

CLICK the folder you need

Then

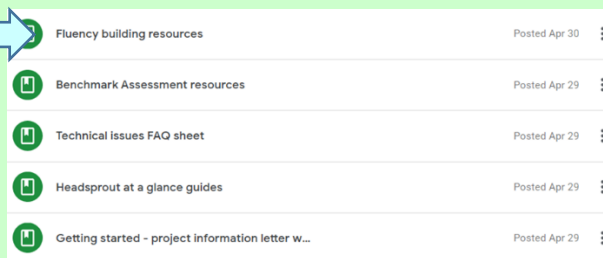
CLICK 'View materials'

Then

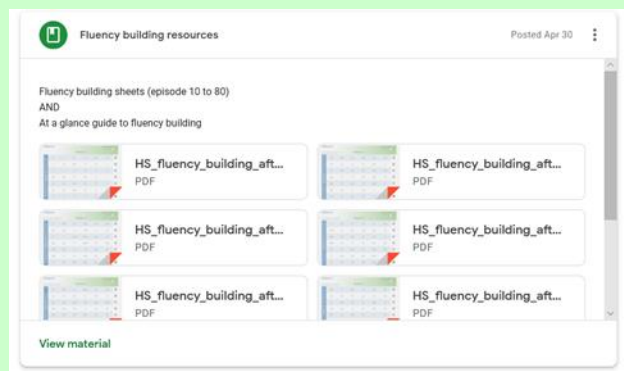
CLICK the material you want to open

Please follow the step by step video guide:

<https://youtu.be/ZW4IKVfvi3w>



View material

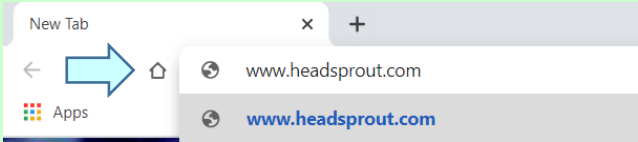
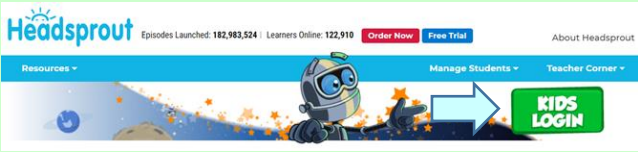
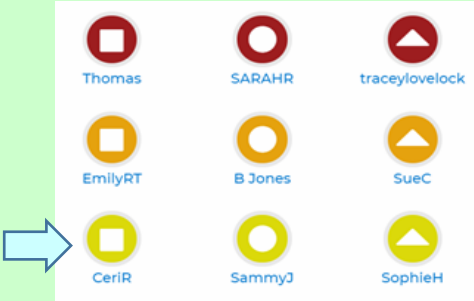
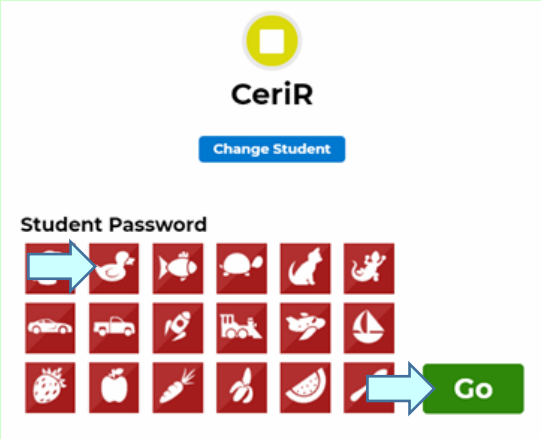


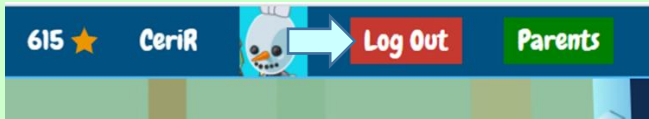
STEP 3

Choose the device your child will use.

Follow the instructions below if you are using a **laptop or a computer**.

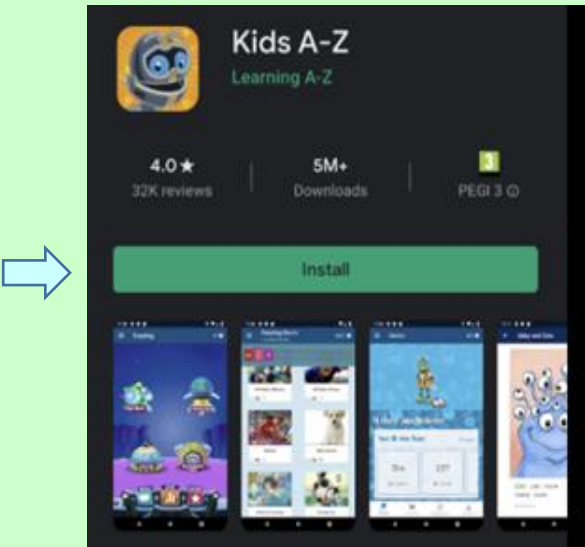
See the step-by-step guide below:

Step-by-step guide	Visual guide
1. Type www.headsprout.com in to the webpage address bar	
2. You are now on the Headsprout home page CLICK 'Kids login'	
3. Enter the Teacher username Then CLICK 'Go'	
4. You can now see a list of names CLICK your child's name and icon	
5. You can now see a list of pictures CLICK your child's picture(s) password OR Type in the text password Then CLICK 'Go'	

6. You are now on your child's Headsprout home page CLICK the 'Headsprout' tree house to start an episode CLICK 'Book room' to read more books CLICK 'Messages' to read messages from Headsprout or school staff CLICK 'My stats' to see how many stars your child has earned and how many they have to spend CLICK 'Star zone' to spend the stars on the Avatar Builder or Raz Rocket	
7. Once your child has finished CLICK 'Log out'	

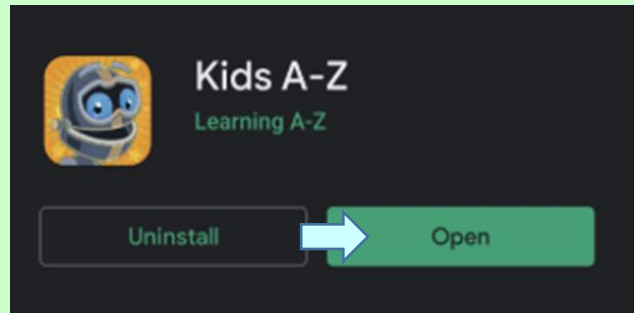
Follow the instructions below if you are using the app on a **tablet or phone**.

See the *step-by-step guide* below:

Step-by-step guide	Visual guide
1. Search and install <i>Kids A-Z</i> on your App store CLICK 'Install'	

2. You have now installed the *Kids A-Z* app on your device

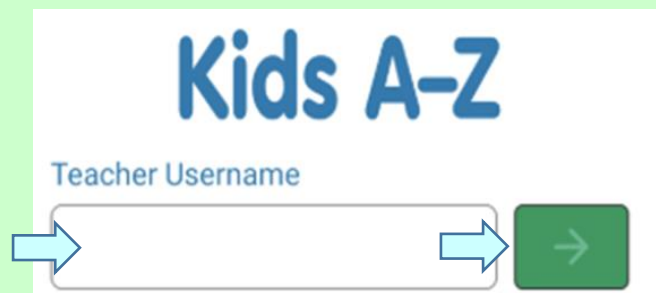
CLICK 'Open'



3. Enter the Teacher username

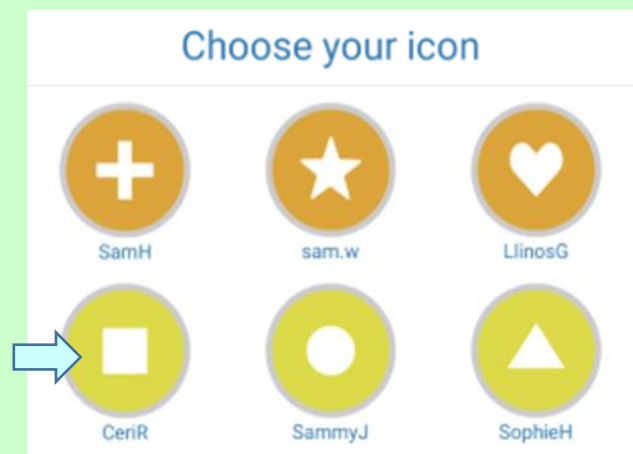
Then

CLICK the green arrow



4. You can now see a list of names

CLICK your child's name and icon



5. You can now see a list of pictures

CLICK your child's picture(s) password

OR

Type in the text password

Then

CLICK 'Go'



6. You are now on your child's Headsprout home page

CLICK the 'Headsprout' tree house to start an episode

CLICK the 'Book room' to read more books

CLICK 'Messages' to read messages from Headsprout or school staff

CLICK 'My stats' to see how many stars your child has earned and how many they have to spend

CLICK 'Star zone' to spend the stars on the Avatar Builder or Raz Rocket

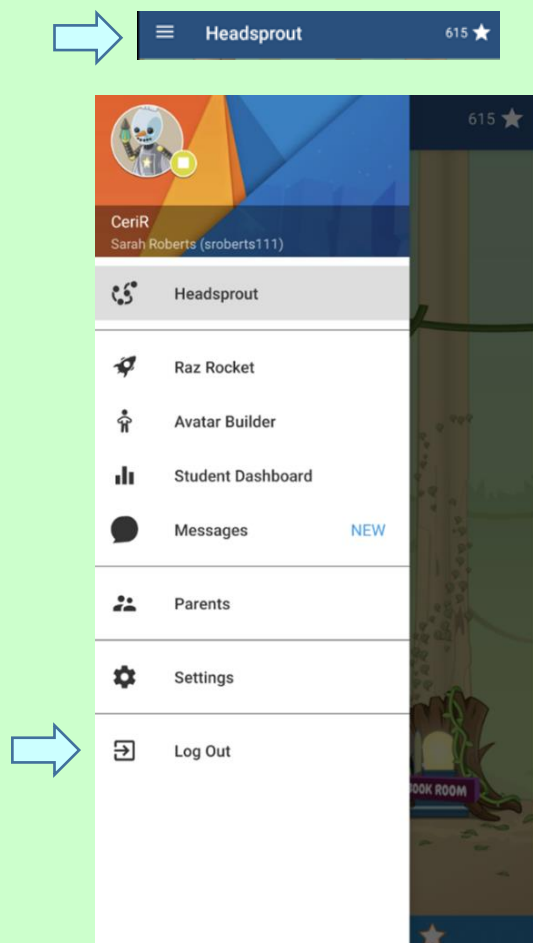


7. Once your child has finished

CLICK the three lines at the top left of the screen

Then

CLICK 'Log out'



STEP 4

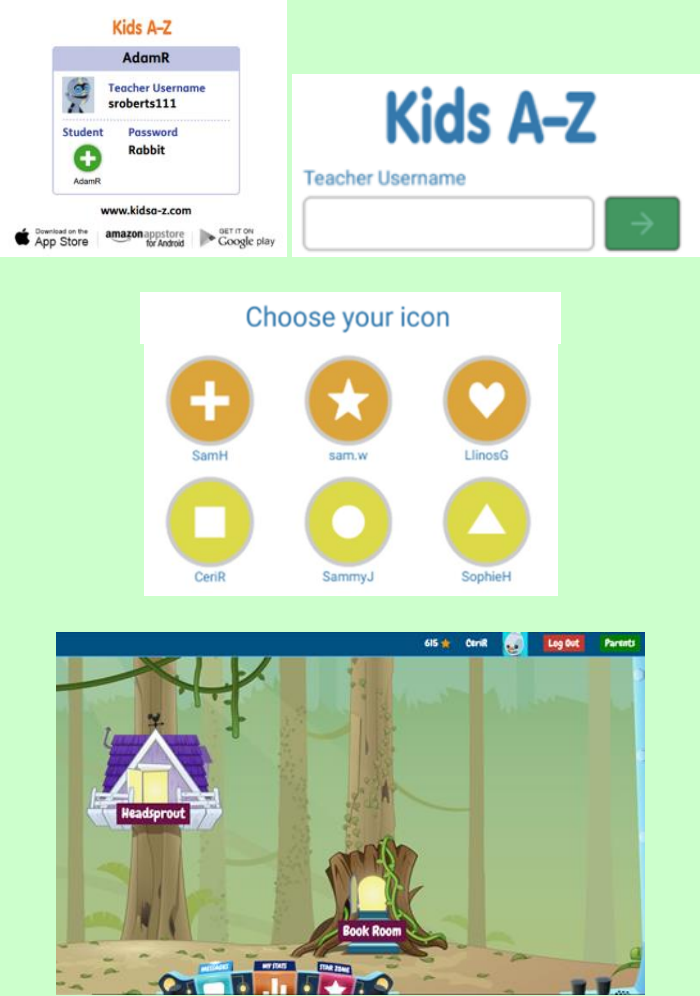
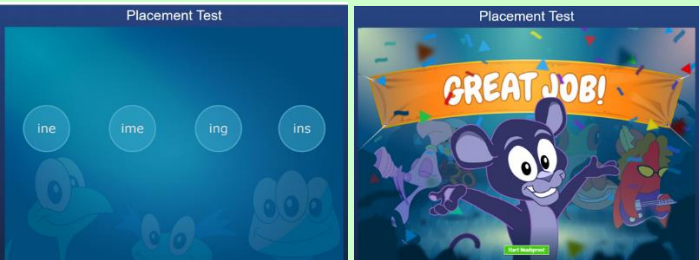
Getting started on the programme.

Follow instructions on the how to get started on Headsprout in the 'Headsprout at Home' video:

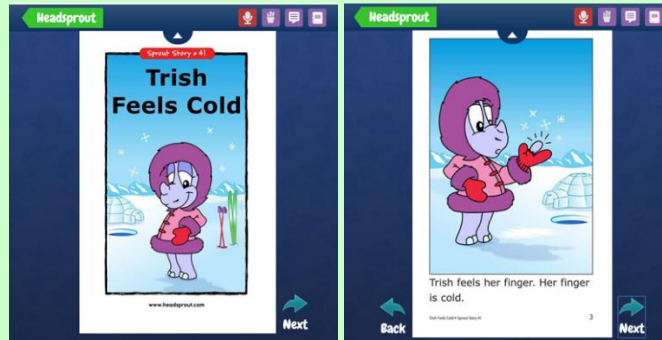
<https://youtu.be/yWiVaLJEd7g>

Please note: Step-by-step guide points 1 to 8 are a brief summary of ALL the parts to complete. For more information please see the relevant steps (shown in bold) further down the page.

See the step-by-step guide below:

Step-by-step guide	Visual guide
1. Help your child to login	
2. Sit with your child whilst they complete the episode (the first episode will place them at the correct episode for their reading ability)	

- Listen to your child read the story that comes up automatically at the end of each episode (once they have reached episode 5 in Early Reading) **SEE MORE INFORMATION IN STEP 5**



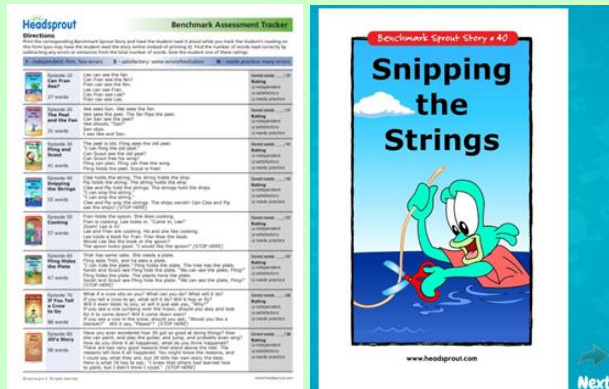
- Encourage your child to read more books in the book room (50 stars are rewarded for every book read) **SEE MORE INFORMATION IN STEP 5**



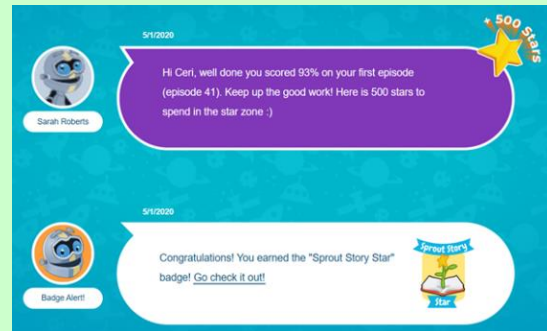
- Encourage your child to visit the 'Star Zone' to spend the stars they have earned (by completing the episode and reading the books) **SEE MORE INFORMATION IN STEP 6**



- Listen and score every benchmark story (after every 10th episode) **SEE MORE INFORMATION IN STEP 7**



7. Read messages from school staff (telling you the episode scores and any practice needed) **SEE MORE INFORMATION IN STEP 8**



8. Complete any fluency building or reading practice the school staff ask you (through messages) to do **SEE MORE INFORMATION IN STEP 9**

Headsprout Target per minute | 30-40
No more than 3 errors!

Say the sounds stretched out, but as quickly as you can.

Sounds—1

t	er	tr	st	w	str	Count: 6
old	it	er	ist	at	h	12
ast	er	sh	tr	ill	t	18
ash	st	v	it	str	at	24
er	it	sw	tr	ing	str	30
t	out	er	sh	ast	it	36
tr	st	at	ist	str	fl	42

For Benchmark in Episode 40: Snipping the Strings

Headsprout Target per minute | Fall: 20-29 Winter: 23-34 Spring: 53-69
No more than 3 errors!

Connected Text—1

Scout sees the trees. Can Scout plant trees?	Count: 6
The tree holds Scout. "Can I plant trees?"	16
Can Scout see the tree?	21
Scout holds the tree. Scout feels the tree.	29
The tree feels cold. Scout lands.	35
Can Scout plant the tree? Scout plans.	42
Scout can plant the tree!	47
Fling is swinging.	56
Fling swings and feels free.	55
Fling swings and lands. Fling is standing.	62
Vee is sleeping. Vee sleeps and sleeps.	69
San sees Vee sleeping. "Is Vee cold?"	76

For Benchmark in Episode 40: Snipping the Strings

STEP 5

How to listen to and use the stories in Headsprout Early Reading.

Follow the instructions on the 'How to use the stories in Headsprout Early Reading' video:

<https://youtu.be/SumdQc2RX1U>

See the step-by-step guide below:

Step-by-step guide	Visual guide
1. Listen to your child read the story that comes up automatically at the end of each episode (once they have reached episode 5 in Early Reading)	
2. Follow the steps on the 'At a glance guide to stories' document - <i>Use as an opportunity to monitor your child's progress between benchmarks</i> - <i>Be consistent in the way you help</i> - <i>Encourage your child</i> - <i>Print some out</i>	

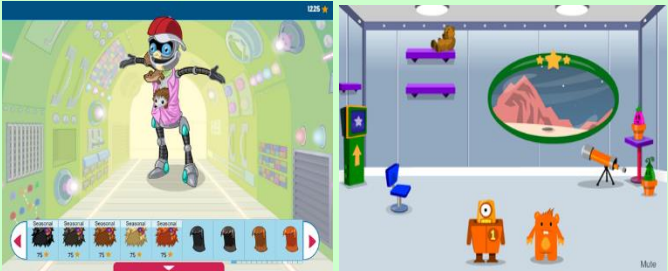
STEP 6

How to access and use the Star Zone.

Follow the instructions on the 'How to get started on Headsprout, 'Headsprout at home' video:

<https://youtu.be/yWiVaLJEd7g>

See the step-by-step guide below:

Step-by-step guide	Visual guide
1. Encourage your child to visit the 'Star Zone' to spend the stars they have earned (by completing the episode and reading the books) CLICK 'Star zone' On your child's Headsprout homepage	
2. The star zone is split in to two games: Avatar builder and Raz Rocket	 

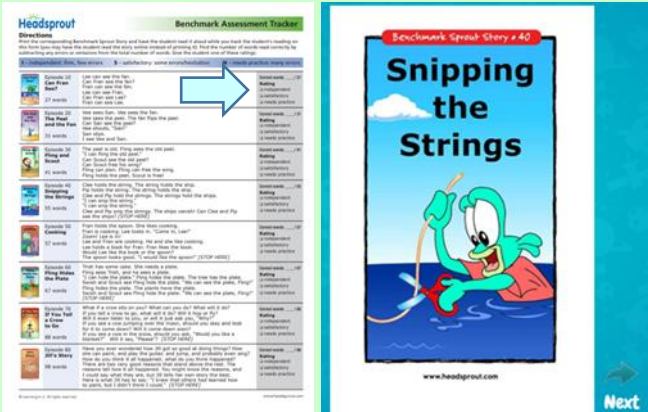
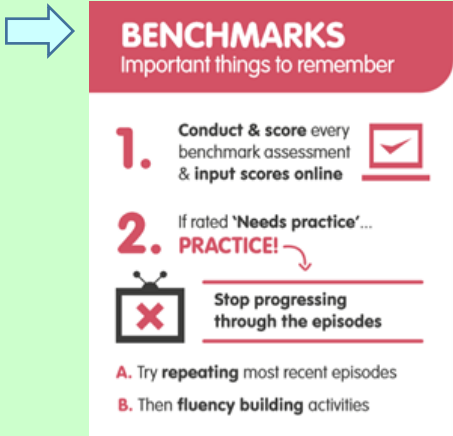
STEP 7

How to listen to and score the benchmark stories.

Follow the instructions on the 'How to conduct the benchmark assessments' video:

<https://youtu.be/mOCkrVGFKzs>

See the step-by-step guide below:

Step-by-step guide	Visual guide
1. Listen and score every benchmark story (after every 10th episode) FILL IN the Benchmark Tracker or make a note of your child's score and pass this on to school staff	 The visual guide for Step 1 shows two documents. On the left is the 'Benchmark Assessment Tracker' from Headspout, which is a table with columns for 'Directions', 'Episode', 'Words', 'Score', and 'Comments'. It lists episodes 1 through 10. On the right is the 'Benchmark Story #40: Snipping the Strings' by Headspout, featuring a cartoon character named 'Snipper' who is a blue bird-like creature with a red beak, wearing a red life preserver and holding a red string. The character is on a blue background with white clouds and a blue sky. The text 'www.headspout.com' and 'Next' are visible at the bottom.
2. Follow the steps on the 'At a glance guide to benchmark assessments' document - Conduct and score every benchmark assessment (school staff will input scores online) - If rated 'Needs practice' try to practice and STOP progressing through the episodes - Try repeating most recent episodes - Then try the fluency building activities	 The visual guide for Step 2 is a document titled 'BENCHMARKS Important things to remember'. It contains two main points: 1. Conduct & score every benchmark assessment & input scores online (with a checkmark icon). 2. If rated 'Needs practice'... PRACTICE! (with a red 'X' icon and a red arrow pointing to the text 'Stop progressing through the episodes'). Below these points are two sub-points: A. Try repeating most recent episodes B. Then fluency building activities

STEP 8

How to read messages from Headsprout and school staff.

Follow the instructions on the how to get started on Headsprout in the 'Headsprout at home' video:

<https://youtu.be/yWiVaLJEd7g>

See the step-by-step guide below:

Step-by-step guide	Visual guide
1. Read messages from school staff (telling you the episode scores and any practice needed) CLICK 'Messages' on your child's Headsprout homepage to view messages	
2. Follow the steps suggested by school staff For example: - Move on to the next episode - Repeat the same episode (school staff will update this) - Practise reading the most recent story - Complete fluency sheets	

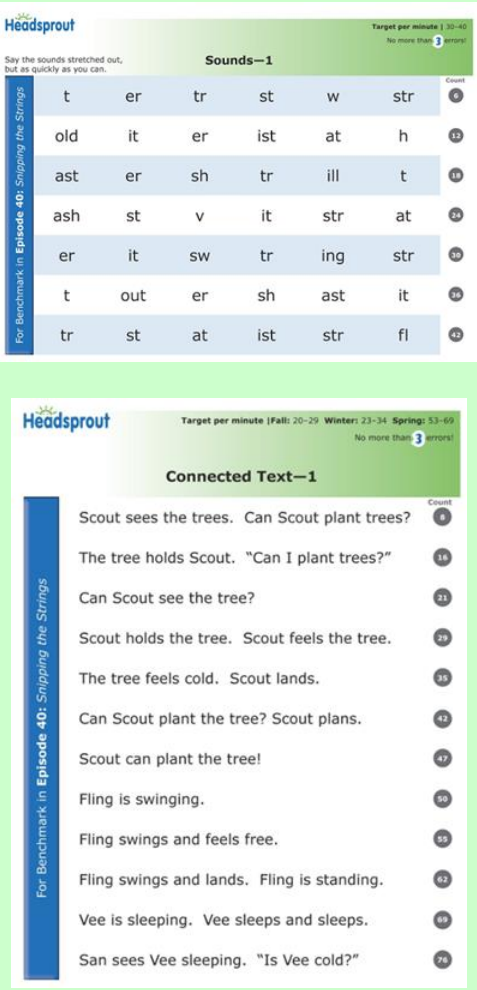
STEP 9

How to complete the fluency building activities.

Follow the information on 'How to conduct Fluency Building for Headsprout Early Reading' video:

<https://youtu.be/8JnQ4ejIDWk>

See the step-by-step guide below:

Step-by-step guide	Visual guide																																																																																																																
1. Complete any fluency building or reading practice that is suggested (see messages from the school)	 Sounds-1 <table border="1"> <thead> <tr> <th>Segment</th> <th>Count</th> </tr> </thead> <tbody> <tr><td>t</td><td>6</td></tr> <tr><td>er</td><td>12</td></tr> <tr><td>tr</td><td>18</td></tr> <tr><td>st</td><td>24</td></tr> <tr><td>w</td><td>30</td></tr> <tr><td>str</td><td>36</td></tr> <tr><td>old</td><td>42</td></tr> <tr><td>it</td><td>48</td></tr> <tr><td>er</td><td>54</td></tr> <tr><td>ist</td><td>60</td></tr> <tr><td>at</td><td>66</td></tr> <tr><td>h</td><td>72</td></tr> <tr><td>ast</td><td>78</td></tr> <tr><td>er</td><td>84</td></tr> <tr><td>sh</td><td>90</td></tr> <tr><td>tr</td><td>96</td></tr> <tr><td>ill</td><td>102</td></tr> <tr><td>t</td><td>108</td></tr> <tr><td>ash</td><td>114</td></tr> <tr><td>st</td><td>120</td></tr> <tr><td>v</td><td>126</td></tr> <tr><td>it</td><td>132</td></tr> <tr><td>str</td><td>138</td></tr> <tr><td>at</td><td>144</td></tr> <tr><td>er</td><td>150</td></tr> <tr><td>it</td><td>156</td></tr> <tr><td>sw</td><td>162</td></tr> <tr><td>tr</td><td>168</td></tr> <tr><td>ing</td><td>174</td></tr> <tr><td>str</td><td>180</td></tr> <tr><td>t</td><td>186</td></tr> <tr><td>out</td><td>192</td></tr> <tr><td>er</td><td>198</td></tr> <tr><td>sh</td><td>204</td></tr> <tr><td>ast</td><td>210</td></tr> <tr><td>it</td><td>216</td></tr> <tr><td>tr</td><td>222</td></tr> <tr><td>st</td><td>228</td></tr> <tr><td>at</td><td>234</td></tr> <tr><td>ist</td><td>240</td></tr> <tr><td>str</td><td>246</td></tr> <tr><td>fl</td><td>252</td></tr> </tbody> </table> Connected Text-1 <table border="1"> <thead> <tr> <th>Sentence</th> <th>Count</th> </tr> </thead> <tbody> <tr><td>Scout sees the trees. Can Scout plant trees?</td><td>6</td></tr> <tr><td>The tree holds Scout. "Can I plant trees?"</td><td>16</td></tr> <tr><td>Can Scout see the tree?</td><td>21</td></tr> <tr><td>Scout holds the tree. Scout feels the tree.</td><td>29</td></tr> <tr><td>The tree feels cold. Scout lands.</td><td>35</td></tr> <tr><td>Can Scout plant the tree? Scout plans.</td><td>42</td></tr> <tr><td>Scout can plant the tree!</td><td>47</td></tr> <tr><td>Fling is swinging.</td><td>56</td></tr> <tr><td>Fling swings and feels free.</td><td>59</td></tr> <tr><td>Fling swings and lands. Fling is standing.</td><td>62</td></tr> <tr><td>Vee is sleeping. Vee sleeps and sleeps.</td><td>69</td></tr> <tr><td>San sees Vee sleeping. "Is Vee cold?"</td><td>76</td></tr> </tbody> </table>	Segment	Count	t	6	er	12	tr	18	st	24	w	30	str	36	old	42	it	48	er	54	ist	60	at	66	h	72	ast	78	er	84	sh	90	tr	96	ill	102	t	108	ash	114	st	120	v	126	it	132	str	138	at	144	er	150	it	156	sw	162	tr	168	ing	174	str	180	t	186	out	192	er	198	sh	204	ast	210	it	216	tr	222	st	228	at	234	ist	240	str	246	fl	252	Sentence	Count	Scout sees the trees. Can Scout plant trees?	6	The tree holds Scout. "Can I plant trees?"	16	Can Scout see the tree?	21	Scout holds the tree. Scout feels the tree.	29	The tree feels cold. Scout lands.	35	Can Scout plant the tree? Scout plans.	42	Scout can plant the tree!	47	Fling is swinging.	56	Fling swings and feels free.	59	Fling swings and lands. Fling is standing.	62	Vee is sleeping. Vee sleeps and sleeps.	69	San sees Vee sleeping. "Is Vee cold?"	76
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2. Follow the steps on the 'At a glance guide to fluency building' document - Time the activities - Reach target 3 times so we know the child is fluent - Keep a record of their scores	 FLUENCY ACTIVITIES Important things to remember Time the activities - Reach target 3 times so we know they're fluent - Keep a record of their scores																																																																																																																

STEP 10

How can parents help?

We hope parents will be able to:

- Help their child complete 3 sessions per week
- Sit with their child when completing the episodes
- Listen to their child read after every episode

It would be very helpful if parents could also:

- Listen and score each Benchmark Assessment (after every 10th episode)
- Conduct Fluency Building if/when required
- Communicate with school staff through messages on Headsprout or through email e.g. episode percentage scores, benchmark scores and/or whether a child needs to repeat an episode or conduct the fluency building

We hope this guide helps you deliver Headsprout at home so that we can all help *Keep Pupils Reading!*

Best wishes

Sarah Roberts Reading Research Support Officer, Collaborative Institute for Education Research, Evidence and Impact (CIEREI) School of Education & Human Development Bangor University.	Dr Richard Watkins Research and Evaluation Lead Regional School Effectiveness and Improvement Service for North Wales (GwE). Collaborative Institute for Education Research, Evidence and Impact (CIEREI),
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