

## **Remote education provision: information for parents**

This information is intended to provide clarity and transparency to students and parents/carers about what to expect from remote education if local restrictions require entire cohorts (or bubbles) to remain at home.

Full details of how to access Remote Learning and the resources can be found on the Academy website Homepage.

### **The remote curriculum: what is taught to students at home?**

A student's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote teaching.

### **What should my child expect from immediate remote education in the first day or two of students being sent home?**

When the school is asked to switch to remote learning, it may be necessary to set standard work across all year groups or retrieval-based tasks before continuing with the usual curriculum offer.

### **Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?**

We teach the same curriculum remotely as we do in school, wherever possible and appropriate. However, we will need to make some adaptations in some subjects. For example, practical subjects may need to adapt their usual curriculum offer and be replaced by more appropriate activities.

### **Remote teaching and study time each day: how long can I expect work set by the school to take my child each day?**

Remote Education Learning using Microsoft Teams will be used to support students through a combination of live and pre-recorded materials.

Where possible students will access live lessons for the majority of their lessons. Teachers through discussion with their subject leaders will decide on the delivery method that best suits the content of each lesson and the overall delivery of the curriculum.

*Each live lesson will involve a live introduction/registration, followed by different activities some of which may be independent, and will finish with a live plenary to assess learning and consider next steps. Students could be directed to pre-recorded activities once the start introduction/register has been taken. Staff should be available to students on the chat function throughout the lesson.*

The normal curriculum will be maintained with slight modifications as outlined below:

- 5 x 45 minutes lessons per day which follow the normal timetable delivered via Microsoft Teams
- 1 x 20 minutes Tutor time – Wednesday
- 2 x 20 minutes Assembly – Tuesday (SLT) and Friday (RSL)
- Students are completing a wellbeing task on Monday and Thursday.

Home learning should follow the faculty guidelines/whole school policy and will be set on Show My Homework.

### **Accessing remote education: how will my child access any online remote education you are providing?**

All remote learning will be set on *Microsoft Teams*.

### **If my child does not have digital or online access at home, how will you support them to access remote education?**

We recognise that some students may not have suitable online access at home. We take the following approaches to support those students to access remote education:

- A survey will be sent to all Parents/Carers at the start of the remote learning period asking if you have problems accessing remote education. Please make sure that you respond so the school can offer support- there will be a small number of devices that the school will be able to loan to students.
- The school will work with Parents to provide work if technology is causing a barrier to learning.
- The school will remain open to provide access to suitable IT resources for students who cannot access the internet at home. Parents/carers should contact the school to discuss specific requirements.

### **How will my child be taught remotely?**

We use a combination of the following approaches to teach students remotely:

- live teaching (online lessons)
- recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by our own staff)
- collaborative tasks using Microsoft Teams including the use of 'break out rooms'
- assignment based online work set by our staff
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences

Lessons will begin with the staff member greeting students and delivering a live lesson or sign posting students to the pre-recorded materials/tasks, and/or directing students to complete set assignments or tasks.

Teachers will remain available on the chat function to answer any questions whilst students complete work.

Teachers should have their webcams on whilst delivering from home, and consequently must take into consideration their appearance, appropriateness of their background and overall suitability of their environment. If this is not possible, students should be able to see relevant slides associated with the lesson.

Students can have cameras on or off as directed by the teacher where appropriate. Students should be muted until questions are asked. Students can also make use of the chat facility, both for functional comments, and responses related to learning.

### **Staff Absence due to illness or self-isolation**

There is no expectation for staff to set work if they are absent from work due to illness, but they will set work if possible, to support colleagues. However, if staff are absent, either personally or because a family member is self-isolating, there is an expectation that cover work will be set.

The work should be delivered via Microsoft Teams and the member of staff should be available throughout the lesson to support students.

The expectation is that where possible a live lesson should be delivered.

If a member of staff is hospitalised or too unwell to set work, work will be set by the relevant Curriculum or Subject Leader.

### **Engagement and feedback: what are your expectations for my child's engagement and the support that we as parents/carers should provide at home?**

As far as possible, all students must be available on-line to take part in each lesson/carry out learning activities set by their teachers. They should do this for each lesson at the time that the lesson appears on their timetable.

We understand that this may be more challenging for students if there are limited devices in the household or additional demands on broadband. In this case, we would ask students to ensure they have listened to recordings of the live lessons and completed their work within 48 hours.

Your child is expected to:

- be ready for each lesson and appropriately dressed
- complete the work set in Microsoft Teams (unless otherwise requested by the teacher)
- upload all work completed during the lesson slot as directed by the teacher
- email their class teacher if they have any queries. Teachers will be on hand to answer questions during the lesson

For any live inputs, we would ask students to:

- ensure they are muted unless otherwise instructed
- follow all instructions given by the teacher
- uphold the highest standards of behaviour as expected of students in school
- Teachers will continue with using the C system for learning behaviour. If students are not meeting expectations, then they need to be informed and taken through the C system as required. C1, C2 & C3 will be used as warnings. If a student has to be removed from the lesson (C4) parents will be contacted.

### **How will you check whether my child is engaging with their work and how will I be informed if there are concerns?**

- Teachers will monitor both the engagement of lessons and the quality of work on a routine basis
- Raising Standards Leaders and Subject Leaders will contact Parents/Carers if there are concerns

- If teachers are not available during the lesson due to absence the students will be informed but the register will still be taken.

### **How will you assess my child's work and progress?**

Feedback can take many forms and does not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others.

Feedback and assessment should follow subject/faculty policy. When delivering live lessons this provides the opportunity to give students weekly feedback (government guideline) verbally or written. This can be whole class feedback.

### **Additional support for students with particular needs: how will you work with me to help my child who needs additional support from adults at home to access remote education?**

We recognise that some students, for example some students with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with Parents/Carers to support those students in the following ways:

- The SENCo will co-ordinate the contact arrangements with all students with SEND and will provide bespoke support for any students that need it
- Student Co-Educators and LSA's will continue working with students 1 to 1 if they require support
- There is in school provision for students with EHCPs and any other students identified as being disadvantaged by remote learning
- There is LSA support in school for every year group
- A welfare check is completed for all students with SEND each week

### **Remote education for self-isolating students: if my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?**

Where individual students need to self-isolate but the majority of their peer group remains in school, the remote education provided will likely differ from the approach for whole groups. This is due to the challenges of teaching students both at home and in school.

- Students will be contacted directly by their classroom teacher if they are self-isolating
- Work will either be provided on a lesson to lesson basis, for a week or a fortnight
- Work will be checked and monitored by the classroom teacher when the student returns
- The teacher will be available to answer any questions whilst the students is self-isolating

### **Students of critical workers or vulnerable students**

The School will remain open for these students to access remote education learning.

Depending on numbers specific areas will be allocated to each year group to maintain the 'bubble' system.