REMOTE EDUCATION PROVISION

2020-21

v1.1

Remote education provision: information for parents

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

For details of what to expect where individual pupils are self-isolating, please see the final section of this page.

The remote curriculum: what is taught to pupils at home

A pupil'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 pupils being sent home?

Remote Education will be immediately available to all students via the provision of live lessons using Microsoft Teams (all classes have been setup for each student).

For those with no/limited access to technology, students are to use their knowledge organisers provided to them to study the content for each subject and complete suggested activities from the guide on the first two pages of the booklet.

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 will teach the same curriculum remotely as we do in school. Some adaptations may be made to subjects with a practical element but these will continue to be delivered as part of the normal curriculum delivery.

Remote teaching and study time each day

How long can I expect work set by the school to take my child each day?

We expect that remote education (including remote teaching and independent work) will take pupils broadly the following number of hours each day:

Key Stage 3 and 4	5 hours of teaching time (which includes actual live teaching and time for student to complete work independently with the teacher available in the live lesson to support) in addition to 20 minutes of remote Tutor Time. Catch-up sessions for relevant students in Year 7 + 8 (Literacy and Numeracy) will take place remotely as timetabled (approx 25 minutes).

Accessing remote education

How will my child access any online remote education you are providing?

> Microsoft Teams will be used to provide access to Live teaching.
>
> This can be accessed by downloading the Teams App or via the Office 365 website (www.office.com) and using your school username and password

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

For those with no/limited access to technology (including devices and broadband), please contact the school for consideration to be made for a device to be loaned. Note that devices are issued/loaned on a priority basis. Where the school is unable to support you with a loan of a device, then alternate paper-based arrangements will be discussed with you.

Where your child requires paper-based material (in the event no/limited access to technology), then the school will arrange for paper-based work to be provided on a weekly basis with instructions on the tasks to complete provided by each subject. The school will arrange for this to reach your home on a weekly basis. Where a student requires support with their learning, please contact the school immediately. The subject teacher will be in touch to provide support and answer any questions to support with learning.

How will my child be taught remotely?

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

- live teaching (online lessons)

  o Live teaching with explanations provided by the subject teacher will also include:

    ▪ commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences

- printed paper packs produced by teachers (e.g. workbooks, worksheets, etc) – for those with no/limited access to technology

- textbooks/revision guides and reading books pupils have at home

Engagement and feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

We expect students to:

- Attend all live lessons punctually (as per the normal school timetable and timings)

- Participate and engage with the lesson via:

  o Voice (microphone)

  o Lesson chat (asking/answering questions)

  o Using surveys/quizzes as part of the lesson

  o Complete all assignments set and submit these via Microsoft Teams – Assignments by the deadline set by their teacher

- Complete all work set on a weekly basis (if using paper-based work)

We expect parents to:
- Ensure their child attends all lessons punctually
- Ensure lessons are accessed from a sensible place in the home – such as a living room or shared (quiet) space in your home – not from the bedroom
- Ensure their child follows the same routines as they would when attending school (following the same start times, lesson times, break time (10:15-10:35), lunch time, salaah time, etc which also allows for time to be spent away from the screen
- Ensure their child is equipped for lesson and has all equipment, stationary, resources, etc in front of them
- Ensure their children are engaging, participating and completing work during live lessons
- Check the MCAS app daily to see if any concerns over lack of engagement, missed learning, etc have been logged and have the necessary conversations with your child where this is the case

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

As part of usual registering procedures, registers will be taken for all lessons to monitor engagement with remote learning/lessons. Where your child has not attended a lesson or has arrived significantly late to the lesson, you will be notified via email allowing you to have a conversation with your child. We expect you to ensure that your child attends all lessons punctually to ensure continuity with their learning.

Where your child is not engaging within lessons, has missed work, has behaved inappropriately in lessons, then this will be logged. You can monitor this via the MCAS app allowing you to have constructive conversations with your child. *If you have not yet registered on MCAS, please do so. If you have any questions about accessing MCAS, please do get in touch with the school.*

In the event there are concerns over missed learning, then the subject teacher will make contact with you.

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

Feedback can take many forms and may 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. Our approach to feeding back on pupil work is as follows:

- Use of Microsoft Forms – allowing surveys/quizzes to be completed providing feedback
- Assignments submitted being checked and feedback provided individually or via whole class feedback
- Using chat to gauge responses and provide feedback
- Use of breakout rooms to allow for small group feedback to take place
- Use of questioning within lessons and direct feedback on learning to be provided to address misconceptions

Additional support for pupils 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 pupils, for example some pupils 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 and carers to support those pupils in the following ways:

- Regular contact to be made to the parents/carers of SEND and also by speaking to the child
- Training provided to those students with SEND on how to use Microsoft Teams (provided at the start of the academic year)
- Where a Learning Support Assistant (LSA) is allocated to support the child (in a normal school situation), then this will be replicated within the live remote lessons and lessons may also make use of breakout rooms so 1-2-1 support or small group support can take place

Remote education for self-isolating pupils

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

If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

The same approaches as above will broadly be used, however remote education via live lessons on Microsoft Teams will be provided the day after the school is notified of self-isolation. Students will be expected to take part in live remote lessons and complete work set (to be handed in via Microsoft Teams – Assignment module).

Students issued with paper-based work (due to no/limited access to technology) will be issued with paper based work and must bring completed work back to school (at the end of the self-isolation period) for review by their teacher.