

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?

If your daughter is sent home to due to Covid-19 and has to access remote education, she will receive specific instructions prior to her departure for what she should do upon arriving at home on day one of isolation. From day two onwards of isolation, she should access ClassCharts daily to receive links to live lessons and other resources to be completed. If school is fully closed due to Covid-19, all live lesson links and activities will be posted on ClassCharts each day. Families will also receive a weekly timetable sent in advance to support your planning for the week ahead.

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 have needed to make some adaptations in some subjects. For example, practical subjects may have different activities which are more conducive to home learning. We have also implemented a remote education timetable to support safeguarding arrangements in live lessons. Students should go to ClassCharts each morning to confirm arrangements for the day ahead.

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 1	
Key Stage 2	
Key Stage 3 and 4	Pupils at all Key Stages will receive 5 hours a day of Remote Education

Accessing remote education

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

- Microsoft Teams
- ClassCharts
- Loom
- Oak National Academy
- Microsoft Forms
- Maths watch
- Seneca

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:

- Welfare / remote education calls made to parents & carers (twice weekly all students and 3 times per week to our vulnerable students). If families are experiencing connectivity issues technical support is available from our inhouse team and a bank of laptops / dongles available for families to loan.
- Families receive information about hardware and connectivity support via letters home, telephone conversations, and Parent App notifications.
- We have purchased / acquired a bank of devices from the DfE, any student without a device is currently provided with one. All families who have identified they have no WIFI access have been issued with a dongle. We have applied to the DfE for additional dongles as we have limited numbers on site. Information is being collected from parents who may be able to qualify for additional data via their mobile network companies (DfE pilot scheme).

How will my child be taught remotely?

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

- Microsoft Teams is used to deliver the live lessons as part of the blended learning approach
- Teachers also use the Loom platform to pre-record lessons for pupils that involves teacher exposition
- Teachers also use PowerPoint to record over individual slides and provide teacher exposition
- Teachers also use Oak National Academy lessons
- Teachers also use Microsoft Forms for pupils to submit work that feedback can be given on, individually or for the whole group
- Teachers accept work submitted via ClassCharts for the lesson they have set and will provide feedback within guidelines

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?

- Pupils should access *Classcharts* daily by 8.55am. This will detail all lessons for the day including which lessons are taught live.
- Pupils should be attending all live lessons through *Microsoft Teams*.
- Parents should set routines to support their child's education. Some examples are given below:
 - ensuring their child is up, dressed and ready for lessons starting at 8.55am in line with the normal school day
 - ensuring their child goes to bed at a time in line with a normal school week
 - looking at *Classcharts* to be aware of the lessons the pupil needs to attend live that day
- Parents should notify school if there are issues relating to technology or other aspects of remote learning so they can be addressed as soon as possible.

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

- Pupil engagement with *Classcharts* is monitored daily as is their attendance to live lessons.
- If there are concerns with a pupil's engagement, parents will be contacted by *Parentapp*, text and/or email. Contact may also be made by a particular subject with concerns.
- If concerns were to continue, these would be escalated to the Pupil Progress Co-ordinator followed by Assistant Headteacher and Deputy Headteacher in turn.
- A member of staff will contact parents twice weekly by telephone; this will provide an opportunity for any concerns to be discussed by the parent as well as checking the pupil is safe & well and accessing their remote learning.

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:

Students will have their work assessed on a regular basis and can expect to receive feedback on a weekly cycle across most subjects. In years 7, 8 and 9 students follow a carousel model and see their teachers on a fortnightly basis. In these subjects, feedback will be given fortnightly.

Feedback will take a variety of forms depending on the nature of the subject, the nature of the activities set and any emerging themes identified by teaching staff during questioning and assessment.

Progress will continue to be reported to parents termly with Parents' Evenings to continue in line with the College calendar.

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:

- All SEND students receive phone calls 3 times per week from allocated member of staff. This is an opportunity to address any concerns parents or students may have.
- SEND HLTA and TA are timetabled in core subject classes at KS3 and 4, attending lessons via Teams. They make notes on topics and tasks and support students with learning during and after the lesson.
- HLTA and TA are available each day to support individual students with organising their daily schedules and address any concerns.
- Dedicated SEND help desk email for parents and students to contact who require support.
- Teams drop in sessions on Monday, Wednesday and Friday from 2.30 -3.30 pm. Open to all SEND students to access if they require support with particular subjects or tasks.
- Parental support sessions are available, to enable parents to support their children in accessing remote learning.
- Feedback from students and teaching tips are sent to all teachers each week with advice on how to best support SEND students with remote learning and specific strategies for individual students.

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?

If your daughter has to isolate due to Covid-19, but other students in her class / year remain in school, we will follow the same curriculum as far as is practical. Your daughter should log into ClassCharts each day to access links to live lessons, or other resources and work set by teaching staff. Your daughter will never be more than one lesson behind the students who remain in school during a period of isolation. Completed work should be returned through ClassCharts on a daily basis. During a period of isolation, your daughter will receive feedback in line with the College feedback policy in place for all students on site at that time.