

STUDENT RESPONSIBILITIES AND EXPECTATIONS - REMOTE EDUCATION (Updated October 22nd 2020)

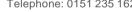
Student protocols for remote education:

- As of today 22nd October 2020, it is now law that each student who isolates due to Covid-19 must access the same learning as those who remain in school
- ClassCharts will remain the platform we use for remote education. This is where you will find your work for the day including. MS Teams recordings, Loom recordings, Oak National Academy recordings and other associated materials. Links to live lessons (where appropriate) will also be posted on ClassCharts if a whole bubble is isolating
- You must access Classcharts each day by 08:55 a.m. to view your work for the day ahead. Lessons uploaded to ClassCharts will be no more than one lesson behind what has been taught in school
- Each lesson uploaded will be of equivalent length to the teaching students receive in school
- Each lesson uploaded will provide frequent, clear explanations of new content
- Each lesson uploaded will build in time for you to practise and consolidate your learning
- Assessment activities will be the same for those isolating due to Covid-19 as those in school you will not be doing different assessments
- You will receive regular feedback in line with the College Assessment and Feedback policy
- When you have completed your work, you should upload it to ClassCharts only (email returns or paper will not be accepted)
- Helpdesks will be set up in each subject to assist those students who have questions when they are isolating. Emails direct to subject teachers or PPCs about your work will not be answered, but someone will respond from the helpdesk email accounts (Email format will be mathshelp@stjohnbosco.org.uk or sciencehelp@stjohnbosco.org.uk etc.)

ST JOHN BOSCO ARTS COLLEGE



Headteacher: Mr Darren Gidman, BSc [Hons], NPQH











Planned implementation:

Input	Date
Student training on how to access ClassCharts effectively and how to upload work effectively (via Zoom into form, recorded for the website and links pushed out to all parents)	22 nd October 2020
Student training / instruction on how to email the helpdesk and the protocols to follow	22 nd October 2020
Protocols shared with workload working party	21st October 2020
Protocols shared with the wider staff	22 nd October 2020
Review of week one to take place (WWW/EBI)	6 th November 2020

Options for Remote Education

ST JOHN BOSCO ARTS COLLEGE

Telephone: 0151 235 1620







Microsoft Teams Lessons to be **scheduled** via MS Teams (calendar/new meeting etc...) MS Teams (classes) to be set up by IT Technicians in preparation for remote education Teaching staff to access meeting prior lesson and begin recording to enable students to be able to refer back to it at a future date Lessons should include any resources that students may require at the beginning. Students should be set pen and paper activities within the lesson to support their preparation for written examinations / assessments

Lesson is delivered with all cameras off and pupils muted (if whole bubble)

Pupils to engage with lesson through the 'chat' function for Q&A

Second member of staff to monitor chat and respond to questions asked

Once completed, the lesson recording is then accessible through MS Teams under the 'post' tab (to be shared with students after the lesson)

Any pupil/staff invited to the lesson, even if they do not attend, will be able to access the recording Recording can be downloaded and added to clacccharts with other resources used

LOOM / Oak National Academy



Staff to pre-record Loom lesson, including pause points for any written work/activities

Staff to selecct relevant resources and copy links including instructions on when to stop and undertake written work

Lesson is uploaded to classcharts for pupils to access and complete

Additional resources also uploaded to classcharts; such as worksheets etc...



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