

## 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.

### The remote curriculum: what is taught to pupils at home

Students will be in receipt of a broad and balanced curriculum and be provided with suitable learning activities that are ambitious, supporting their progression. While such situations are inevitably highly varied in their causes and ramifications, we will endeavour to provide continued learning for our students during any period of closure in the following ways:

- The provision of high quality, relevant, learning activities for each subject area ensuring students read, write, solve problems and have appropriate assessment points. All activities will be meaningful and ensure that students still have the opportunity to progress when they are actively engaged with our provision.
- Regular, live instruction from staff, with the ability for students to ask questions of their teachers in real time; this could be via the Google Classroom, Microsoft Teams (video lessons) or school email.
- The opportunity for students to have work assessed by their teachers and receive feedback on it. Subject leaders will determine the best way to feedback to students regarding their particular subject area.

Any work set and submitted for assessment will be entirely electronically set and distributed. Work will be set, submitted for assessment and assessed through the Google Classroom. The platform allows work to be set in a variety of formats e.g. presentations, videos and diagnostic quizzes. Students can access their work and complete it on the platform without needing printing facilities at home. Students can submit their work via the platform and teachers can give feedback to students on individual pieces of work.

## What should my child expect from remote education?

### **In the event of a whole school closure:**

- Students will follow their school timetable, there will be no change to this.
- Live lessons/video lessons will be delivered via Microsoft Teams to supplement learning tasks set on the Google Classroom. Video lessons will be in conjunction with the school timetable. Please see safeguarding procedures for distance education provision.
- Subject departments will set learning tasks for classes on the Google Classroom. Work will be set in conjunction with school timetables and students will be supported via contact through the Google Classroom platform, school email or the live chat function on Microsoft Teams.
- Instructions for learning will be posted on the Google classroom, and also explained during the live lesson/video broadcast delivery. Learning journeys/road maps will be used to show curriculum sequencing in all subjects.
- For all year groups, learning tasks will be set per year per subject to cover their lessons for that particular week including additional time for weekly homework.

### **In the event of an Individual remote learning from home**

For instances where the school remains open but an individual student is unable to attend lessons as normal, despite otherwise being well and able to work (such as when in a-symptomatic self-isolation) the student will receive individual provision.

- Teachers will set work for absent students via Google Classroom.
- Students will be in receipt of the same learning tasks that they would be doing in school if possible.
- Some sessions may be streamed from the classroom in order for students to access them from home.

### **Partial closures for particular form groups/year groups**

If circumstances prevail whereby form or year groups are not in school for their full timetable, teachers will ensure that live contact via the Google Classroom and Microsoft Teams will enable students to access their curriculum.

- Subject teachers will set work for their absent class via the Google Classroom. Video lessons will be in conjunction with the school timetable and be delivered on Microsoft Teams at the beginning of the timetables double period.
- Subject teachers will set work for their absent class via the Google Classroom. Tasks will be the same/as similar as possible to what students would have been completing in school. Learning activities will be designed to last the equivalent amount of time as the subject's lessons and homework times during one calendar week. Assignments from each subject will be set immediately in the event that a partial school closure is announced, and students and parents will be notified of this by email. The Head of Department will quality assure work set and ensure that learning activities are appropriate and are in accordance with the curriculum map.

**Will my child be taught broadly the same curriculum as they would if they were in school?**

Yes, students will be taught broadly the same curriculum as if they were in school. Students are expected to work on learning activities tasks during the week in which they are set in correspondence with their school timetable. Work will correspond to curriculum maps and where possible be the same activities that they would be doing in school. During this time, teachers are expected to have an online presence via Google Classroom/Microsoft Teams at the time they would normally have a lesson with that year group, to be available for students to ask questions in real time. Students will be expected to take part in the live sessions that are available if they are well enough to do so. The live lesson/video aspect of the lesson will last a minimum of 40 minutes. The remainder of the lesson will be spent completing work on the Google Classroom. Teachers will remain on line to support with learning activities. Lesson activities will be as close to in-school learning activities as possible.

**Remote teaching and study time each day**

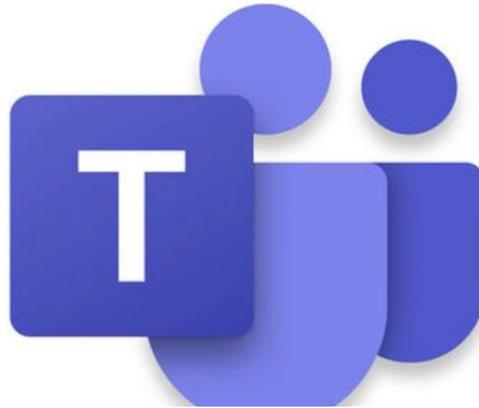
**How long can I expect work set by the school to take my child each day?**

Students will follow their school timetable. All students will be expected to participate in the 3 double periods each day. Lessons will be live with tasks set on Google Classroom. Work will emulate what students would be completing in school. Lessons begin at 8.50 am and finish at 3.00pm.

## Accessing remote education

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

Students will use Microsoft Teams and Google Classroom to access their remote education.



### 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 pupils to access remote education:

- We completed an online audit asking parents if they had access to devices prior to return in January 2021, this included the type of device that they had access to and broadband provision.
- Since then parents have been able to request devices through contact with the school, an online request form and also via weekly staff wellbeing phonecalls.
- For those students without broadband provision, 4G dongles have been provided along with BT hotspot codes.
- This is a continual process supporting all of our families at the school and issues that may arise as we move forward.

## 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?

Assuming that students are well enough to work, students are expected to:

- Complete all work set for them and submit work which is requested for feedback promptly by the assignment deadline date.
- Attend all live lessons via Microsoft Teams.
- Check emails and Google Classroom notifications regularly and read and respond if necessary to communications from the school.
- Immediately inform teachers if they are having problems with the work. Students must reach out for support if needed.
- Ensure that they have access to a laptop/tablet/phone and inform their Heads of Year immediately if not.
- Where students experience problems with IT systems they should proactively inform Agilisys by emailing [stmichaels.it@sgilisys.co.uk](mailto:stmichaels.it@sgilisys.co.uk).
- Students are expected to uphold the same standards of conduct and behaviour during live online lessons as they would be expected to in school.
- Ensuring full engagement with the tasks in hand, including submission of any required work by the deadline that has been set.

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

Teachers will keep lesson registers. Students will receive a present mark for attendance to the live lesson and completion of work. Both components of the lesson need to be attended/complete, unless we have been notified of an issue.

Daily tracking data will be gathered via class registers.

Students have all been allocated a member of staff who will be making a weekly wellbeing call.

Any students who are identified as educationally vulnerable will be supported with remote access. If student absence to lessons persists, we will follow Government guidance, ensuring students attend school if they are unable to learn from home.

We ask for parental support with regards students accessing their remote education and to communicate with us if there are any issues. If your child is refusing to work at home, we ask for your support in ensuring that they attend school.

## 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 receive weekly/fortnightly feedback (timetable dependent, as for example students only have some subjects one every two weeks). Subject leaders will determine the best way to feedback to students regarding their particular subject area. Currently, we are feeding back using the following methods:

- Feedback from Google quizzes
- Chat function feedback on Microsoft Teams
- Verbal Feedback, including the use of Mote
- Constructive comments on Google Classroom work, for example, what is going well/what to do to improve.
- Whole class feedback
- Assessment feedback

## 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:

- As in school, class teachers will differentiate work accordingly to cater for SEND students.
- To supplement Google Classroom, we use the Read and Write package, this enables those students who need support with reading and writing to access their work; teachers and learning support practitioners will also support with this.
- LSPs will support students in a variety of ways depending on the given scenario. This could involve participating in live lessons and fielding questions, supervising vulnerable or key worker children and providing tailored support for those students with specific needs and face to face support.
- LSPs attend lessons in order to support students in the best way possible, for example using the breakout room function on Teams allows for more bespoke support.
- LSPs access student work on Google Classroom, offering support where needed.
- The SENCO team make weekly phone calls to all SEND students.