

St Monica's RC High School

Information for Parents

Remote Learning

January 2021

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## **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?**

We teach the same curriculum remotely wherever possible. In the first instance, pupils will be set work through Satchel1 / Showmyhomework. Pupils will also be directed to access other online learning resources such as video lessons by Oak National Academy and other online resources such as Active Learn and Seneca.

Pupils will be able to access work through Microsoft Teams. Microsoft Teams can be accessed on many different platforms (laptop, mobile phone, tablet/iPad and even on Xbox.) Pupils log in with their school email address and password. Please email [teamssupport@stmonicas.co.uk](mailto:teamssupport@stmonicas.co.uk) for log-in detail reminders and resets.

If a whole year group is sent home, they will follow their usual timetable. At Key Stage 3, where possible, live lessons will be delivered, or work will be set through Satchel 1. At Key Stage 4, as far as possible, lessons will be delivered live through Teams.

Pupils will be invited to the live lesson through their calendar on Teams. The two hour live lessons will have an element of teacher input and instruction, but may also include some independent work where the teacher remains in the meeting and pupils work independently.

We expect all pupils to take part in the lessons, to engage in the online learning by answering questions and completing tasks set such as quizzes.

**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. We aim to provide quality remote learning experiences for all pupils, establishing clear expectations and protocols for all members of the school community. The school has a four week timetable which is followed at all times when setting remote learning.

**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:

<p>Secondary school aged pupils <u>not</u> working towards formal qualifications this year.</p>	<p>Five hours of remote learning will take place each day following the existing timetable. This will be a blend of live lessons on Microsoft Teams and work set through Satchel 1.</p> <p>(Two x two hour lessons in the morning and one hour in the afternoon.)</p> <p>2/3 of lessons will be delivered through Microsoft Teams.</p> <p>Pupils will have form time once a week.</p>
<p>Secondary school aged pupils working towards formal qualifications this year.</p>	<p>Five hours of remote learning will take place each day in line with the existing timetable. Lessons will be live lessons and all pupils in Year 11 will be to engage in these two hour live lessons.</p> <p>(Two x two hour lessons in the morning and one hour in the afternoon.)</p> <p>2/3 of lessons will be delivered through Microsoft Teams. Pupils will have form time once a week.</p>

\*Where staff supervise key worker pupils in school, then work will be set on Satchel 1. The class teacher will do not deliver live lessons on that day. This ensures pupils on site and off site receive equitable provision.

## Accessing remote education

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

We use Microsoft Teams as the platform for delivering our live lessons and we provide access to a range of power-points, resources and videos through Satchel 1 (Show my homework.)

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:

#### **If you require a laptop:**

- We currently receive requests to support families where a pupil does not have a device to access online learning via email to [teamssupport@stmonicas.co.uk](mailto:teamssupport@stmonicas.co.uk) through Heads of Year, Student Services and via phone calls made to the school office. This is the first 'port of call' for any parent wishing to find out more regarding the availability of such devices to support their children in online learning.
- When a request is made it is processed with priority made to those families who are most in need.
- Laptops provided are of the Windows platform to enable access to the school Microsoft systems in place to support online learning.
- Laptops provided are DfE Restricted devices to enable a quick turnaround and available to families without added IT work having to be carried out.
- All laptops are provided as and when the associated AUP and User Guidance have been signed for by the Parent/Carer of the pupil. Parents/Carers can also contact the school to request dongles or Data Sim Cards if they require access to the internet (this will be limited to the number of dongles the school has available.)
- **If you require an internet connection:**
- We currently receive requests to support families where a pupil does not have a secure and reliable internet/broadband connection via email to [teamssupport@stmonicas.co.uk](mailto:teamssupport@stmonicas.co.uk) and via phone calls made to the school office. This is the first 'port of call' for any parent wishing to find out more regarding the availability of support for their children in online learning.
- We are currently able to support with issues of internet access by providing some 4G SIM Cards and Wireless 4G Dongles.
- All 4G SIM Cards and Wireless 4G Dongles are provided as and when the associated AUP and User Guidance have been signed for by the Parent/Carer of the pupil.
- We provide some pupils with printed material / textbooks they can access if they prefer to do so. Further information from [j.mcmanus@stmonicas.co.uk](mailto:j.mcmanus@stmonicas.co.uk) and [s.leysens@stmonicas.co.uk](mailto:s.leysens@stmonicas.co.uk)

Pupils can submit work to their teachers if they do not have online access by dropping the work into the school office so that it can be marked by their class teacher.

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

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

We use a range of approaches to teach pupils remotely.

Some examples of remote teaching approaches:

- live teaching (3 online lessons per day / five hours of remote learning.)
- some links to recorded teaching (e.g. Oak National Academy lessons)
- use of online resources such as Seneca, Active Learn and Kahoot.
- textbooks, worksheets and reading books pupils have at home
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequence such as BBC Bitesize

## **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 are expected to log in to Microsoft Teams to access their learning every day. They are expected to follow the weekly schedule of lessons and be fully involved in the lesson.

Student services will contact the parents of pupils who have not logged in.

Pupils are expected to actively engage in the lesson by completing tasks set, and by answering questions as they would in a normal lesson.

Pupils should submit tasks when asked to do so through Satchel 1 or complete a quiz that assesses their understanding or learning.

Pupils can use Microsoft Teams to contact their teachers for help with any work set.

It is important that parents/carers support their child where possible by establishing routines and encouraging them to complete their learning to the best of their ability.

If a parent has any concerns, we ask that they are raised with Mrs Leysens initially, rather than direct to OFSTED as it is often a simple omission, mistake or misunderstanding that can be swiftly rectified.

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

- Class teachers complete a register at the start of the lesson, just as they would in the classroom.
- Attendance registers for each lesson will supplement our safeguarding and welfare calls.
- Student Services team check on a daily basis the engagement of pupils in the remote lessons.
- Parents will be contacted either by text, telephone or email to establish if there is a reason for them not being involved in the lesson and establish if any additional support is needed for the pupil.
- Heads of Department will check into lessons and monitor pupil engagement in lessons.
- Where parents have concerns, please contact our student services for support.

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

- Teachers and departments will use a variety of assessment and feedback techniques that are best suited to their subjects and classes. These include:
- Whole-Class Feedback: Teachers will correct common misconceptions and highlight areas for development as part of the lesson.
- Self-assessment: The teacher will be asking pupils to review and mark their own work using teacher guidance. Quizzes and Polls may also be used.
- Individual Feedback: Students will receive personalised feedback either in Microsoft Teams or through email.
- Pupils' engagement in remote lessons will be acknowledged.
- Pupils will receive detailed feedback on key pieces/extended writing once per half term.
- The school is experimenting in developing more focused remote assessment for Year 11 pupils, including examination papers delivered in conjunction with a Walking Talking Mock.

## **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:

We encourage our EHCP students to attend school where appropriate.

Intervention is still delivered remotely. Breakout Rooms are being trialled so that Teaching Assistants can be used to support individual pupils remotely. This has been well received to date.

The SEND Team works closely with families to provide support with online learning. Parents and Carers can contact the SEND team via email or by contacting the school for more information. The SEND Team has regular contact with our SEND families; providing support and advice through meetings.

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### **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?**

Where an individual pupil is self-isolating. They will be expected to log in to Satchel 1 and complete the tasks set by their class teacher. These tasks are the same tasks that the rest of the class in school are completing. The tasks will be made up of power-points, videos from Oak Academy lessons and other online resources. The pupil should submit tasks set by the class teacher via email or Satchel 1.