

## 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 child is sent home they can expect that remote learning will begin from their first full day away from school.

If a whole year group is required to self-isolate, students will be provided with a blended learning approach.

Live teacher led lessons will be available and all students will follow their normal timetable using the Teams online portal to collect work from and submit work to their teachers. All teachers have been issued web cameras and are able to deliver lessons live via video. Wherever possible we would expect teachers at Canon Slade to deliver lessons in this way.

There may be occasions when this is not possible for technical or other reasons. However, teachers will be available via their class team for direct contact during the time your child would have their normal timetabled lesson, either through live video/audio or messaging in their class team group.

Lessons will consist of:

- Direct contact with the class teacher, either through an audio/video meeting OR through the class messaging system.
- Normal lesson activities where possible although some adjustments should be expected due to the nature of remote learning.
- Work set through the assignments system, directly via the teacher or through posts to the group during the lesson session.
- The opportunity to ask questions and submit work for review by the teacher.

If an individual student or a small group of students are required to self-isolate, work will be provided for students by each of their timetabled subjects, via Microsoft Teams. The work will ensure that your child does not miss out on key learning during any period of isolation and will offer your child equivalent work to that which they might expect to receive in class. The work should be submitted to their class teacher where required for review.

They may be offered live teacher led lessons however this will be at the discretion of the teacher in the school who must balance the needs of those in the classroom against those isolating at home. However, the teacher will always be available through teams at the time of the lesson to offer support if needed.

## **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?**

Wherever possible it is Canon Slade's policy to provide the same curriculum via remote learning as is delivered in school.

It may be necessary for some subjects to make adjustments to the lessons to accommodate remote learning.

For example some practical subjects may need to make adjustments to lessons or sequences of lessons as they are unable to complete the practical elements of the subject.

It may also be necessary for some subjects to reduce the amount of content which is delivered during a lesson due to time constraints and the increased complexity of teaching remotely.

## **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	<p>The school will continue to set work to cover your child's normal school day as they would in school.</p> <p>This means that each day your child will be set work covering 5 X 50 minute Your child may also be set additional home learning beyond this time at the discretion of the teacher.</p> <p>Your child will also participate in daily form time sessions for approximately 25 minutes per day.</p>
Key Stage 5	<p>The school will continue to set work to cover your child's normal school day. For our Sixth Form students, this amount varies each day dependent on their timetable. However, you can expect that all students will receive work which will cover each of their 4-5 50 minute lessons each week. They may also be set additional home</p>

	<p>learning at the discretion of their teachers and would also be expected to conduct their own independent learning beyond the work set by their teacher.</p> <p>Our Sixth Form students are also offered daily contact with their form tutor.</p>
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## Accessing remote education

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

<p>Remote learning at Canon Slade is provided through our Microsoft Teams platform. Unless otherwise directed by their class teacher your child will access all their lessons and submit all their work through Microsoft Teams.</p> <p>Teachers may on occasion make use of other online learning tools to support any subject specific requirements in the same way as would be expected if your child was learning in school. If your child is required to access any subject specific resource, this will be communicated in advance by their subject teacher.</p>
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### 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:

<p>Our year teams have identified all students who are in need of:</p> <ul style="list-style-type: none"><li>• A laptop device to complete work and access remote learning where these students would otherwise have limited or no access to a suitable device</li><li>• WiFi dongles to provide access to remote learning via the internet where these students have limited or no internet access.</li></ul> <p>We have surveyed our students to ensure that no student has been missed and is still unable to access remote learning.</p> <p>However, we are aware that our students situation may change.</p> <p>If you are in need of a device to access remote learning or you are having issues with internet access which is limiting your ability to access remote learning you must in the first instance contact a member of your child's year team and provide them with the necessary details.</p> <p>In some cases our students may be unable to access remote learning for some reason for a period of time. Where this is the case you should again contact your child's year team who will put additional provision in place and make arrangements, if needed, to send work home to your child in the form of books or printed materials.</p>
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## **How will my child be taught remotely?**

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

If our students are being taught remotely they will be, wherever technically possible, delivered their lessons through live teaching online through Teams. It is our expectation that nearly all remote lessons will be delivered this way unless technical issues prevent this from happening.

Teachers may use a range of resources to deliver these lessons for example they may use prerecorded videos, make use of online teaching resources such as those available through Oak Academy, Mathswatch or other online resources.

Teachers may also, if it supports the learning of your child, send printed materials home for your child to review and complete.

Work will be set through your child's Team and your teacher may ask them to return work through a range of different methods including the use of Teams Assignments, email submissions or the use of a shared digital class notebook.

We have provided our teachers with the flexibility to deliver their lessons in whichever format they feel will allow them to meet the needs of their curriculum.

## **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 our students to attend all of their lessons according to their normal school timetable when learning from home. Attendance of students is tracked by teachers in school and issues regarding attendance will be raised with the year team and parents.

We expect our students to arrive on time for each of their scheduled classes allowing the teacher to complete an attendance record and begin the lesson on time.

We would also expect that they regularly engage with their teacher throughout the lesson as they would if the lesson was being conducted in person and complete any work set fully.

Parents can support the school in this by ensuring that your children follow good routines, are organised and have a suitable area to work in. Speak to your child about the work they are doing in class and be curious about what they have learned. Where issues become apparent, support teachers in order to resolve them in the best interests of your child and their continuing education

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

Work, attendance and engagement are checked during every lesson by your child's class teachers. Where issues are present these will be raised in a timely manner to parents using the contact email information help on the school system. In most cases this will allow any concerns to be addressed and rectified immediately.

Where more significant issues are present these may be referred to your child's year team. If there continues to be issues around your child's engagement with remote learning and their work, the year team may intervene and contact you directly to discuss any course of action that may be necessary.

Our year teams take a proactive approach to checking engagement of our students as well as looking after their well being and will be in contact with a range of students and their parents on a regular basis to ensure the best outcomes for all.

## **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:

Our teachers have the flexibility to assess our students in any manner they feel meets the needs of their curriculum and allows them to track progress of their students.

Feedback and assessment may come from a range of different sources including:

- Assessment using online quizzes
- Checking of written work, delivered digitally or on paper
- Periodic summative assessment using online or paper based systems to check progress
- Assessment using automatic marking systems, allowing students to be given instant feedback on their work
- Verbal feedback in class either through one to one meetings or using breakout rooms
- Video or audio feedback provided via Teams or through email
- Formative assessment during class using whole class feedback and testing systems such as socrative.com

We seek to ensure that all our students receive some form of feedback in all their lessons in a timely manner, although there is no expectation on how this feedback will be delivered to our students. This ensures our teachers are able to work in the most suitable way for their subject and the content they need to deliver.

It is not always possible to provide feedback instantly, or on every piece of work submitted. However, staff will endeavour provide feedback during live lessons and via Teams as much as possible.

## **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:

Our SEND department works closely with the year teams to ensure that our SEND students and those with special educational needs are closely supported and their specific needs catered for.

Our year team is in regular contact with all our students and their families who are finding remote learning difficult and offering bespoke support where needed.

Our SEND department is also in regular contact with these students and their families and where a specific need is identified this is communicated through them to their class teachers.

If you should find yourself in need of additional support with respect to any special educational needs, you should contact either your child's year team or the SEND department directly who will consider your needs to find the most suitable way to support you.

### **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?**

It is our intention, wherever possible, to ensure that all students are provided with the remote learning approach described above. However, in cases where a single child or small group from a class are self-isolating, this may not always be possible. If it is not possible to deliver the remote learning described above your child will be provided with any work and materials necessary to complete their learning.

If a single child is self-isolating or a small group it may not be possible for the teacher to deliver live teaching to them. In these cases work will be provided for your child via the class Team. The teacher may not be available for direct contact during the lesson.

If a larger group of students from your child's class has been asked to self-isolate, but these do not represent a significant enough proportion of the class to move to full remote learning, your child will once again be set work via their class Team but we would expect that the teacher make themselves available for contact, during the lesson, via the Teams messaging/chat system. In these instances, the teacher may choose to deliver some of their lesson live to the students at home at the same time as to those in class. However, this is at the teacher's discretion and there is no expectation that they do so.

If most or all of the class have moved to remote learning then the approach should follow that described earlier in this document.

**For further information please refer to the document 'Getting Started With Teams' which has been provided via our website and emailed to all parents.**