St Gregory's Catholic High School

Remote Learning:
Information for Parents
January 2021

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?

The school's aim is to ensure that all pupils have the provision they need to complete their work to the best of their ability, and to remain happy, healthy, and supported during periods of remote learning

The school has the capacity to switch to remote learning in less than 24 hours. In the event of a full school closure, all lessons will move online the next working day. In the event of a partial closure, with some year groups in school and others at home, there will be a balance between live online lessons, pre-recorded materials and resources sent home via the Class Charts app. The school will ensure that this is communicated with parents and carers in good time, so that pupils understand when they are supposed to be online and when they are working independently.

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, in Physical Education lessons, pupils are using pre-recorded exercise videos and in Technology, lessons may need to be re-sequenced due to practical making. If possible, pupils are advised to take their exercise books home with them and additional resources will be sent to pupils via the Class Charts app.

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:

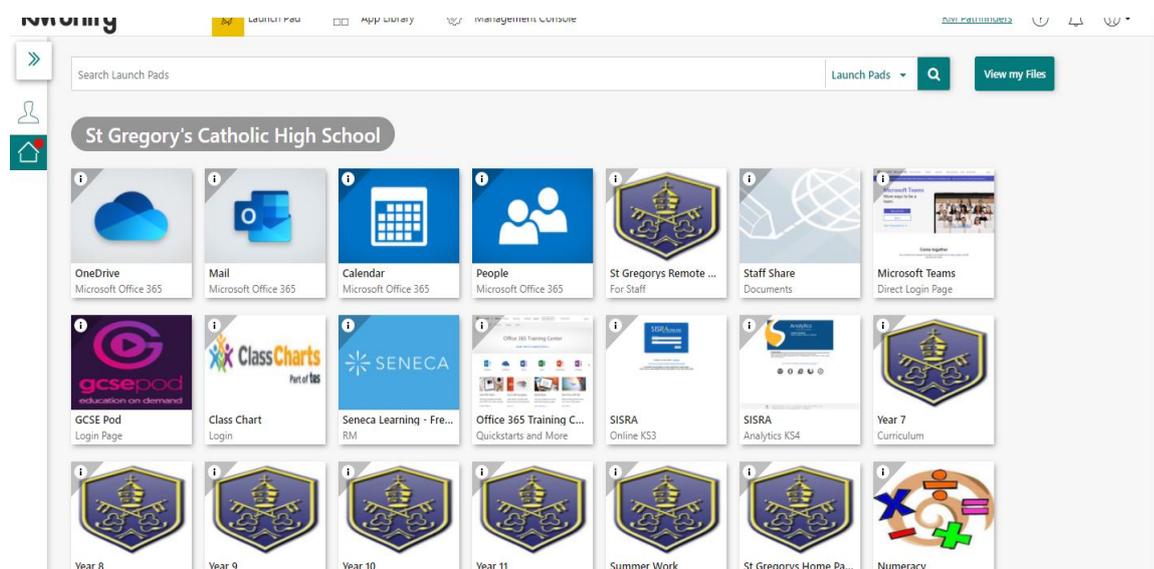| Key Stage 3 and 4	Each pupil will be expected to attend 5 online lessons a day, following their normal timetable. Each lesson will last approximately 50 minutes and will be a combination of teacher led activities and independent learning. Pupils are encouraged to take a five to ten minute break in between each lesson. Brunch times will remain the same as they are in school and pupils will need to organise their time accordingly. In addition to the online lessons, pupils may be asked to complete additional homework for revision purposes, assessment or to prepare for the next lesson.

Accessing remote education

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

Pupils should access their live online lessons via Microsoft Teams. Pupils can access Teams using their RM unify log in details, which are the same as what they use when in school. All usernames begin with the year the pupil started school:

- Y16 for Year 11
- Y17 for Year 10
- Y18 for Year 9
- Y19 for Year 8
- Y20 for Year 7

Our RM Unify homepage looks like this:

All live lessons are recorded and then stored in a secure Curriculum Tile on RM Unify, as seen in the image above. There is one tile for each year group. Should a pupil be absent from a lesson or simply wants to review and revise the content, they can watch the recording as many times as they wish. Additional resources, such as worksheets and Power Points, will be sent to pupils via the Class Charts app.

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:

In some circumstances, school may be able to provide a pupil with a laptop to access their remote learning. Parents/Carers should contact the school if there are issues regarding access to technology at home, including problems regarding broadband routers and WiFi. School will apply for routers and hot spots where appropriate. On occasions where this is not possible, some pupils may be invited into school to use the IT facilities.

If pupils require paper or exercise books, these can be collected from school without an appointment but only on a Monday, Wednesday or Friday between 1pm and 2pm and again between 3pm to 4pm. Equally, if pupils are unable to submit their work online and wish to hand in paper copies, these can be delivered to school at the same times or put in the post.

How will my child be taught remotely?

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

- Live online lessons using Microsoft Teams

- Pre-recorded video or audio guided lessons stored in the Curriculum Tiles

- Class Charts app to send and receive work and feedback

- Textbooks and private reading books pupils have at home

- Long-term project work and/or internet research activities

- GCSE Pod

- Maths Watch

- Seneca Learning

- BBC Bitesize

- Past and mock exam papers.

- Active Learn (MFL)

- Kaboodle

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 attend form time, Collective Worship and all five online lessons every day. If your child is sick, you should notify the Attendance Officer by telephoning or emailing the school in the usual way. Attendance to online lessons is recorded and monitored and parents will be contacted if pupils are absent.

During online lessons, pupils are expected to fully engage with their teacher by communicating and participating using the 'chat' function or by speaking through their microphone, when instructed to do so. Pupils must stay online for the full duration of the lesson, unless instructed to leave by the teacher.

Parents/Carers can support their child by setting out clear routines and boundaries. For example, pupils should be out of bed, washed, dressed and online by 8.45am each day. Pupils must work around brunch times as set out by the school, with Years 7, 8 and 10 having their brunch at 11.10am and Years 9 and 11 at 12.10pm. Parents/Carers can also support their child by providing stationery and paper, as required. Headphones are also useful for pupils to be able to concentrate on the lesson and to block out any background noise. Whilst there are lessons taking place before and after school for KS4, the vast majority of pupils will finish their online learning at 2.45pm each day. Pupils should balance their time online with other non-internet based activities after school such as reading, cooking, playing a musical instrument or taking some exercise, following the national guidelines at all times.

Personal Development lessons will continue online as normal. Schemes of work will provide pupils with strategies for coping during a lockdown and managing their time online effectively.

Pupils and parents need to be vigilant regarding the use of school software and devices. Parents should support their child in behaving responsibly online in line with the school's e-safety and remote learning policies.

Parents/Carers should report any technical issues to the school 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?

Attendance to online lessons is compulsory and will be monitored daily. During individual lessons, teachers will regularly ask pupils to speak, raise their hand or type into the 'chat' function. Pupils may also be asked to complete assessments and upload work to the Class Charts app. The school can tell from our registers how pupils are accessing their learning, be that on Teams, Class Charts or if they are absent. Parents/Carers will be contacted by a member of the Pastoral Teams if your child is absent from an online lesson or if they are present but refusing to participate.

Additional e-safety information and advice has been provided so that all pupils remain safe online and that standards of behaviour are maintained. Please refer to the Remote Learning and Safeguarding policies on the school's website for further information. When accessing online lessons, pupils must keep their cameras switched off at all times and only unmute their microphone when instructed to do so by the teacher. For further information please refer to the Remote Learning Policy which can be found on the school's website.

https://www.stgregoryshigh.com/about-us/policies

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:

- Written feedback on Class Charts
- Formative assessments in lessons in various forms, such as quizzes and questioning.
- Online platforms such as Maths Watch, Active Learn, Seneca and GCSE Pod.
- Summative assessments.
- During live lessons, assessment for learning takes place throughout, using questioning and software to understand the progress pupils are making in lessons.

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:

> Pupils working in the Designated Provision (IONA) and those with an Education, Health and Care Plan (ECHP) will be invited into school to continue with face to face learning. Pupils will be given opportunities to engage with their online lessons but with the support of school staff and the use of school IT facilities.
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> The Special Educational Needs Coordinator (SENDCO) is responsible for ensuring that all pupils with SEND and EHC plans are able to access their remote learning. If you wish to contact the SENDCO please email rsalisbury@stgregoryshigh.com. The SEND team will call all pupils with EHC plans in order to support them with their remote learning. Weekly phone calls will be made to pupils identified with a SEND need to support them with their learning and adjustments made should there be a need.

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?

Contact Details:

Telephone: 01925 574888 (For safeguarding concerns use option 4)

DSL: cmckenna@stgregoryshigh.com

General enquiries: schoolenquiry@stgregoryshigh.com

To report an absence: attendance@stgregoryshigh.com

SENDCO: rsalisbury@stgregoryshigh.com

PPM for Y7: aburns@stgregoryshigh.com

PPM for Y8: ehoey@stgregoryshigh.com

PPM for Y9: mgetty@stgregoryshigh.com

PPM for Y10: rwiles@stgregoryshigh.com

If your child is self-isolating whilst the rest of the school remains open, then your child will be expected to access the resources and materials for every lesson via the Class Charts app. Subject teachers will send work on the app for pupils to complete independently at home. Should pupils require assistance, they should email the subject teacher directly. Work should be uploaded to Class Charts for feedback and assessment purposes.