

## Remote Education Provision: Information for Parents

This information is intended to provide clarity and transparency to students 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 students at home**

A student'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 students being sent home?**

Whilst we move from learning from in-school to remote education, it may not be immediately possible for them to access the online learning platform; where this happens paper copies of work from subjects will be sent home, either with your child or delivered by staff.

### **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 to some of the activities during some lessons to make them more readily accessible to remote learners.

### **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 students broadly the following number of hours each day:

|             |         |
|-------------|---------|
| Key Stage 4 | 5 hours |
|-------------|---------|

## **Accessing remote education**

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

The Clifton Centre has opted to use Microsoft Teams as its preferred online platform. There are many advantages to our student's of choosing this, one being that our school already uses RM Unify which allows access to the whole Microsoft Office suite, including Word and Powerpoint, for student's as well as extended cloud storage. Microsoft Teams also allows us to create virtual classrooms where invited student's can access their timetabled lessons and additional assignments set by their teachers. Currently, we are using Live Lessons with additional recorded lessons, assignments; audio books and videos. All these different ways of accessing remote learning means that students will still feel connected to the school.

It also allows us to use Microsoft Teams and interactive Forms for assessment and knowledge checking. Student's also have access to a Microsoft Outlook email account which can be used to contact every teacher.

### **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 students to access remote education:

- We have been provided with a number of DfE laptops that can be issued where no devices are available at home. Discussions will be held with parents regarding facilitating online remote education and where a laptop is required one can be delivered to a child's home; upon receipt both parents/carers and student's must read and sign a loan contract. This also incorporates safety and online safety policies as well as wellbeing and more practical aspects of learning from home such as what a good learning environment looks like. User guides are provided for accessing online portals and a member of staff is always available to talk through any technical issues including Home Visits where necessary.
- Where there are issues with internet access, we can provide, where appropriate 4G routers or data top up bundles for parents who already have data packages, but which are insufficient to enable online remote learning.
- Printed materials e.g. support resources, workbooks, worksheets, reading books will be delivered by the Pastoral Team on a weekly basis.
- Work completed will be picked up during the weekly delivery of printed materials, then marked and feedback given by the relevant teacher.

## How will my child be taught remotely?

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

Some examples of remote teaching approaches:

- Live Lessons by staff at The Clifton Centre; these are in-line with what student's who are still working in-school are undertaking and therefore no difference will occur due to remote education where the curriculum is concerned.
- recorded teaching by third parties recognised by the DFE e.g. Oak National Academy, BBC Bitesize and other relevant website identified by subject staff
- printed work packs produced by teachers and Student workbooks endorsed by the relevant exam boards
- commercially available websites supporting the teaching of specific subjects or areas
- long-term project work and/or internet research activities
- Independent learning activities that are part of the educational offer but not 'online' e.g. food technology cooking sessions, PE and exercise sessions

There is a list of websites to aid additional Learning Opportunities on the website.

## 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?

- Student's are expected to login to MS Teams 3 times a day for their timetabled Live Lessons. The subject teacher will deliver the lesson and explain the tasks required for that period of time.
- Attendance to the lesson will be taken and contact will be made if students are 'absent'. Contact will also be made to parents / carers when students work well and make clear progress.
- Subject Assignment time is also timetabled. All tasks set are expected to be completed the deadline set by the teacher. If a student through has an issue, then the teacher can be contacted via MS Teams Outlook email or through the Lesson Chat on Teams.
- No one expects parents to act as teachers, or to provide the activities and feedback that school would. Parents and carers should do their best to help children and support their learning by helping to organise their time ensuring that student's attend their timetabled remote lessons, complete tasks and submit them on time and notify school where this may not be possible.
- Parents / Carers should also be mindful of their child's mental health whilst learning from home. Information on mental health and well-being as well as other guidance for parents/carers can be found here: <https://www.gov.uk/guidance/help-secondary-school-children-continue-their-education-during-coronavirus-covid-19>
- There is also further information on our website regarding students' mental health.

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

- The Live Lessons allow staff to check student's engagement throughout the lesson just as if they were in school.
- Teachers or support staff will contact parent/carers if a student is not in attendance after the lesson has finished. If there is a reason a student may not be attending all day, then this will form part of the daily record so that parent/carers are not being contacted unnecessarily. However, if this is the case, it would be helpful if parents/carers contacted school to report a student's absence in the usual way.
- Where parent/carers are uncontactable, then the case will be escalated to our Pastoral Team; if no contact can then be made, a home visit will take place – this maybe supported with a referral to other agencies.
- Subject Assignment engagement will be tracked by the relevant teacher and prompt feedback will be given to those completing the tasks. Where students are not engaging in these tasks, staff will contact parents discuss the lack of engagement and progress. This again may be escalated to a home visit taking place.

## **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 student work is as follows:

- Verbal feedback throughout Live Lessons.
- Subject assignments completed and uploaded will be marked and feedback will be given to students promptly.
- Interactive Forms and quizzes etc will produce immediate feedback to students on completion of the task.
- Where used, third-party websites will also produce immediate feedback.
- Paper-based material and resources will be delivered and collected weekly for marking and feedback. Where appropriate, staff may contact students to give more detailed feedback.
- Every student will receive feedback from each teacher at least once a week.

## **Additional support for students 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 students, for example some students 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 students in the following ways:

- A member of teaching staff and support staff is available throughout the online sessions.
- Students may work 1:1 with a member of staff during Live Lessons.
- Home Visits may be arranged initially to help student's access remote learning.
- Accessibility features can be enabled to help students who may have difficulties using digital device; these can include: text-to-speech, magnifiers and coloured screen filters.
- A member of welfare/pastoral staff will be nominated to support you with a range of concerns that may not specifically be related to academic education.
- Staff can always be contacted via email or the 'chat' facility on Teams.

## **Remote education for self-isolating students**

### **If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?**

Due to our in-school and remote education curriculum being aligned, this will not affect your child's access to our well-balanced and sequenced lessons. As mentioned earlier, some of the activities and presentations have been adapted to allow for them to be more remote education friendly; however, it will be the same content being taught as if your child was in-school and they will still be working towards their exams.