



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 if 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 document.

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 all pupils to **follow their normal timetable**, but staff will modify the content of their lessons, as we will not expect students to cover the same volume of work at home as they would have covered in school.

We will also be running a **morning registration session**. We have already rolled out a **Year 11** Zoom registration period which runs from 9.50-10.00am which pupils access remotely using either their computer or mobile device.

We will be implementing similar sessions for Years 7-10 over the coming weeks with Year 9 and 10 sessions running from 9.50-10.00am and Year 7 and 8 sessions running from 9.05-9.15am. Your child's Head of Year will be in contact soon with a start date and a zoom log-in code which will then be used daily. Please note that these sessions are vital for us to ensure pupil wellbeing, safeguarding and for monitoring purposes. It is therefore **compulsory** that your son/daughter attends these sessions when they begin.

How will my child be taught remotely?

Pupils are expected to follow their timetables from home and **teachers will be available live online at the time they would have delivered their lesson** so that they can answer any questions from pupils using the comments section on Google Classroom.

Staff will add oral explanations to some part of their lesson resources, e.g. by adding their voice recordings to PowerPoints or by recording their lesson on

Loom. Where staff have not added oral explanations, they will be available via Zoom or Google Meet to answer any questions.

Although many staff are already doing so, from the 18th of January, all staff will include teaching via Zoom or Google Meet at least once a fortnight.

We have found this combination of teaching via Zoom/Google Meet, videos recorded by staff, oral explanations on PowerPoints and being available during lesson time has been best for our pupils as it not only allows them to get 1:1 feedback, but also takes into account the fact that pupils work at different paces and in different circumstances.

Please note that where teachers are using pre-recorded teaching such as through Oak National Academy Lessons or on websites such as Hegarty Maths or Seneca, these are used to supplement learning rather than substitute lessons from their teacher.

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. This will depend on the notice given to schools before any lockdown.

What should my child expect from immediate remote education in the first day or two of pupils being sent home?

In the first instance, staff will upload to Google Classroom the lessons students would have been taught had they been in school. Pupils will be expected to follow their timetable from home and all staff will be available online during their timetabled lesson to answer any questions.

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, some adaptations will be needed in some subjects. For example, practical subjects such as Technology, PE, Performing Arts and where practicals are delivered in Science.

Staff will make adjustments where necessary to their lessons, as we understand that pupils may not be able to cover the same amount at home as they would in a lesson at school. Staff may also change the order of the topics they teach, for example to promote engagement or to help with understanding.

Accessing remote education

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

All work is available through Google Classroom; the class codes for each subject are available on the school website. Where teachers are delivering their lesson through Zoom, they will post the link on the Google Classroom subject page.

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:

- Heads of Year and core subject teaching staff completed an initial audit of pupil access to online learning that is constantly under review. Heads of Year used this information to confirm which students need laptops and dongles. These devices are allocated by Camden and to students in exam classes in the first instances. Our Heads of Year have a significantly reduced timetable and are in close contact with parents so please do inform us if you need any support.
- Staff are expected to set work which does not require home printing. If pupils do need particular resources printing, please contact the Head of Year and we will, where possible and necessary, arrange for work to be printed and posted.
- Where pupils do not have online access at all, we will post resources home to them whilst we arrange for a laptop. If we find there is to be a considerable delay in getting a laptop, we may consider whether it is best for the pupil to come in to school to use the computers here; your child's Head of Year will discuss the best option going forward with you.
- Work is marked in detail fortnightly in which time we hope to have arranged remote access and therefore pupils can upload their work for marking. In the very rare circumstances where a pupil will not have remote access for longer than a fortnight, we will arrange for work to be posted back via a stamped address envelope or it will be picked up by a member of staff.

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?

As indicated above, we expect pupils to follow their timetables whilst studying from home and ask for your support in ensuring pupils are doing so.

However, we are also conscious of the fact that pupils may have siblings studying at home and that parents may also be working from home which can make circumstances more difficult.

During national lockdowns, all pupils will initially be contacted by your child's Head of Year or Assistant Headteacher to advise you of our provision and check on any concerns you may have.

We ask that you contact your child's Head of Year if you are experiencing any difficulty in setting expectations and routines at home.

Pupils are asked to contact teachers during their timetabled lessons; if they contact teachers outside of lesson time, teachers will respond during the next timetabled lesson.

If there are questions about a pupil's overall workload (e.g. a pupil feels they are overwhelmed or falling behind), these should be directed to the pupil's Head of Year.

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

- Teaching staff will message pupils directly through Google Classroom if they are concerned that they are not engaging with remote learning;
- If pupils continue to show no engagement by the end of the week, teaching staff will log their concern about the pupil;
- Heads of Year and Miss Masud will review the logs for all pupils and depending upon the level of concern, you will be contacted by the individual teacher or by your child's Head of Year.

Please note that staff will also be recording positive engagement with remote learning. Staff will continue to reward pupils as per department policy, e.g. an email or phone call home. Staff will also submit nominations for best effort in each Year group and pupils with the most commendations will be published on the website and receive a Headteacher's commendation letter.

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.

Staff will continue to provide detailed individual feedback at least once a fortnight, unless in a rotation subject where the whole year group is taught by the same teacher, e.g. Computer Science. In addition, staff will set at least one task a week as an assignment on Google Classroom which will enable them to view how much work has been completed and comment on effort.

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 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:

- All pupils with an EHCP will be offered the opportunity to access remote learning in school where a TA will be available to support with learning;
- All pupils with an EHCP will be offered a support session on how to use Google Classroom;
- A member of the SEND team or your child's Head of Year will contact you to discuss one-to-one how best to access remote learning; the level of differentiation required; whether it is best to only focus on core subjects during the period of remote learning;
- Staff will be informed which pupils require differentiated support and will upload differentiated work accordingly.

Remote education for self-isolating pupils in periods of time outside of national lockdown

Where individual pupils need to self-isolate but the majority of their peer group remains in school, staff will upload to Google Classroom the lesson taught in class.

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

Pupils who are self-isolating will be expected to follow their school timetable and access the lesson uploaded by their teacher. As pupils will not have access to all of the measures outlined above, they will be able to use Google Classroom to message teachers with any questions about the work. Upon their return to school, they will be able to request additional support from staff. Please note that many members of staff were already running catch-up and homework sessions before the school day starts in order to help students complete their work. You are welcome to email staff or their Head of Year where you are concerned that your child has fallen behind during a period of self-isolation.