



Remote Educational Provision – 2020/21

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

At Southborough High School, our intention is to ensure all our students across all year groups receive the same top level of education, whether that be from home or for those in school.

We are ensuring ALL our lessons for ALL subjects and year groups are live via Google Meet. As much as possible, teachers are delivering the curriculum content that was planned for delivery for this academic year although, as you can imagine, there have had to be some alterations to some planned teaching activities and order of content delivery in a few subjects, such as P.E., Music and Design Technology. Rest assured we are endeavouring to minimise any adaptations/changes that will take place.

What should my child expect from remote education?

As a school, we are fortunate to have already adopted a clear approach, which uses technology as a tool to enhance the principles of great learning and teaching. Therefore, lessons will be underpinned by these key features of learning, but in a way which has been adapted for remote teaching.

This may include one or more of these activities:

- Starting with a welcome and taking a register to reconnect.
- Students being asked to complete tasks or quizzes from memory.
- Teachers explaining key ideas, language or modelling processes and examples.
- Independent student practice.
- Teachers checking for student understanding to find and fix errors.
- Students receiving feedback and acting on it to put it into practice.

We acknowledge the challenges that teachers and students face in remote lessons. We are working to improve our colleagues' practice, in particular focusing on these key aspects of remote lessons:

- Methods to question all students to check their understanding.
- Facilitating ways for students to share ideas in pairs or small groups in writing.
- Screen-free activities.

Students should continue to check our usual learning platforms i.e. Class Charts and Google Classroom so they can see and gain access to all relevant resources (e.g. Google Meet and Google Classroom codes, questions, assignments and teacher feedback posted there).

How long can I expect work set by the school to take my child each day?

Students across all year groups will receive Google Meet live lessons for every lesson in line with their normal school timetable. For students in Years 7-11 that will mean six 50 minute subject lessons per day plus a daily morning registration, whilst for Sixth Form students the number of lessons per day will be dependent on their particular courses. It is intended that every lesson will be delivered by our teaching staff from school to ensure access to the full range of learning and teaching resources, whilst also supporting the learning and teaching of those students who are physically in the school building.

We do appreciate that remote learning can have its difficulties – for example, in terms of internet issues, technology issues and, sometimes, the additional time taken to undertake specific work. We are also particularly mindful of our young people and how much *screen time* can impact upon their development. As a consequence, we have asked staff to reduce active screen time within lessons to approximately 25 minutes in every 50 minutes and to reduce the amount of homework that might be expected of students each week. It is also clearly understood by the school that parents/carers can find this remote learning period difficult/ stressful and even that some of our students are assisting in the remote learning of their younger siblings.

Accessing remote education

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

All online remote work set by the school will be done through ClassCharts.

We also use other platforms such as Google and SAM Learning but ClassCharts is our main way of communicating to our students and parents/carers.

Students will know how to use ClassCharts but if parents/carers would like further information on this then please visit the portal login section on the homepage of our website for further information (such as how to download) or alternatively contact the school.

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:

- The school has provided over 100 laptops to our students in recent months.
- Please do contact the school directly on 0208 391 4324 if you need any assistance with accessing online learning from home.

How will my child be taught remotely?

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

As mentioned above, all subject lessons, tutor times and year group assemblies will have a live element via Google Meet. Whilst that is the case, our expectations remain unchanged with regard to engagement in and behaviour for learning.

When engaged in the live interactive stage of a lesson (approximately 25 minutes) students are expected to have their cameras on (privacy backgrounds are accessible to all students) and to have their microphones off, unless they are answering or asking a question. Thereafter, there is no expectation that students will have their cameras on, unless they feel comfortable to do so. However, outside of that interactive time teachers will remain online to continue to assist in all students' learning e.g. to answer a specific question about the work set or to check understanding.

During lessons, we expect all students to engage fully in every activity and to use the chat function, or to indicate with a 'hand up' if they want to ask a question of their teacher to help them.

Teachers may ask students to submit their work via Google Classroom or to upload on Class Charts.

Students should use the Google Meet chat function for questions or in any other way as directed by their teacher. This feature is not for students to communicate with each other and because Google Meets are recorded, teachers receive transcripts of all Google Meet chat threads, which are again stored securely.

Students are expected to stay in the Google Meet for the entire lesson. Teachers have access to a Google add-on which records the duration of a student's attendance to a Google Meet lesson, including the times at which they arrive, leave and return.

In the case where a teacher is absent due to illness and is, therefore, unable to deliver a live lesson then our usual protocols in relation to work being set will be adhered to. Notification of work set will appear on Class Charts and on Google Classroom where applicable.

Engagement and Feedback

How can Parents and Carers support remote learning at home?

Whilst we understand that Parents and Carers will be in a wide range of situations at home with competing demands, you are able to provide a great deal of support for your child's remote learning. In many ways we rely on you to be our 'eyes and ears' at home. As such, Parents and Carers can:

- Familiarise themselves with these guides on Google Classroom and Google Meet which should allow you to support your child in troubleshooting initial issues.
- Ensure that students keep good routines and attend tutor time and lessons on time.
- Become Google Guardians to support their child in managing assignments and deadlines.
- Encourage students to work in a quiet environment, with no other distractions, in particular devices, to ensure they can focus and think hard about the work.
- Encourage students to proof-read their work before handing it in.
- Communicate your concerns about your child's remote learning as early as possible, by contacting their tutor, Head of Year or Pastoral Support Officer.

How should students be communicating with their teachers if there is an issue?

Students can either use the messaging/stream function within Google Classroom, the chat function whilst in a live Google Meet lesson, the message function within Class Charts or use their school e-mail account to contact their teacher/tutor. Please encourage your son/daughter to contact teachers as the first step to highlighting concerns or resolving issues. If issues persist, please contact their Head of Year or Pastoral Support Officer.

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

- All students are expected to engage in all 6 of their lessons each day like normal.
- Parents are to support their son/daughter by trying to ensure they stick to a similar school routine for the day. So waking up at the usual time and getting ready and having breakfast just like they normally would.
- Attending live lessons at the same time as they would as if they were actually in school so sticking to their timetabled lessons.
- Ensuring that students have their breaks and lunchtimes at their usual times.

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

- As mentioned, every lesson will have a live element to it. This will ensure a register is taken to monitor attendance and engagement.
- Registers are taken for attendance and engagement for all 6 lessons of the day.
- A dedicated engagement team are therefore responsible for contacting all those students and their parents/carers that are showing little engagement.
- For all those students showing true engagement are rewarded by the school.

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: Students should receive feedback weekly from their teachers. The form this will take is defined by each subject's remote learning feedback policy. This may include:

- Google Quiz results.
- Individual verbal or written feedback.
- Whole class feedback.
- Live marking or sharing examples for students to use to improve their work.

Whilst feedback is an important teacher tool and we value its impact on our students' motivation, it is only effective when students act in response to it. Therefore, the most important thing to look for is what students have understood and done with their feedback. Additionally, we want teachers developing their planning and delivery of high quality live lessons. Therefore, it is neither possible nor effective for every piece of work to be given feedback.

Students will, of course, continue to receive recognition for their efforts, engagement and achievements during this time through our normal school channels i.e. Class Charts, phone calls and e-mails.

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:

- Phone calls will be made to see how remote learning is going
- Further communication via – announcements, messaging and emails will check on students progress
- Live catch up support through GM for those most in need of support
- Additional support devices will be offered to be sent home if needed

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?

They will not, this is our remote learning procedures for all students in the school.