St Peter's Church of England Aided School

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 if local restrictions require entire cohorts (or bubbles) to remain at home.

For details of what to expect where individual students are self-isolating, please see the final section of this page.

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?

- Students will continue to work to their normal timetable.

- Remote learning will be set on Google Classroom

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 but using different methods.
- We offer the full range of subject specialisms that are taught by specialist teachers.

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:

Secondary school-aged students not working towards formal qualifications this year	Years 7 and 8: work equivalent to 5 hours, including any 'independent' work (normally considered homework).
Secondary school-aged students working towards formal qualifications this year	Years 9, 10 and 11: work equivalent to 5 hours, including any 'independent' work (normally considered homework).

Accessing remote education

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

- Students access their work by logging in to Google using their ordinary school log in details.

- Once logged in students can then go to Google Classroom to see the work and resources that their teachers have set them.

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:

- Students who do not have access to a laptop can contact the school to request a loan of one of our Chromebooks.

- If students do not have an internet connection at home we have a small supply of 4G data Dongles (EE network) to allow access on a monthly basis.

  To request a Laptop or Dongle please email Mr LePuill at lepuill@spexe.org

- If students require printed resources for specific educational needs these can be requested from departments and delivered to your home address. Please contact our main reception to arrange this.

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- If students require printed resources for specific educational needs these can be requested from departments and delivered to your home address.

- If students do not have an internet connection at home we can provide 4G data Dongles (EE network) to allow access on a monthly basis.

- If you are unable to submit work online please contact school reception so that we can organise collection of the work.

How will my child be taught remotely?

During any period of partial or full school closure as a result of COVID-19 we expect all students affected to continue with their learning in order to support their education. Teachers will continue to set appropriate work for every lesson that would appear on their normal timetable.

What should students do?

In order to support the well-being of students we strongly recommend that students are supported in replicating a school day. Setting up an area on your dining table or a desk where work is completed or ensuring there is a workstation next to a computer is essential. Students should have their books and equipment with them to enable focused working.

Students should be encouraged to **keep a normal school day routine.** They should get up and have breakfast as usual, setting to work at their desk for 8.30am when lesson 1 would normally start. We also recommend that wearing day clothes rather than nightwear will be helpful in creating a positive work routine.

They should log on to **Google Classroom** where teachers will set work using the format below. This might be designed as a standalone lesson or a series of lessons. Students should complete the work in their exercise book (if available) or on the computer as

required. For some specific students hard copy work books have been provided to support independent learning.

Lessons will broadly follow the format of:

1. A starter activity (ACTNOW) that is designed to replicate what they would do in school. This is intended to help students recall previous learning.
2. Remote learning from resources directed by the teacher (see examples below)
3. A task or series of tasks to complete based on the information.

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

- Google Classroom

- Live Google Meet tutorials

- Live Google Meet lessons

- Pre recorded lessons by St Peter's staff

- Online resources (e.g. Oak National Academy lessons, Sparx Maths, Seneca, Thisislanguage…)

- printed paper packs produced by teachers (e.g. workbooks, worksheets)

- textbooks and reading books students have at home

- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences

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 ask that parents remove any devices during learning hours that are not directly being used to support the lesson / learning. Mobile phones should ideally be switched off and away from the workstation. Students should be encouraged to be methodical and organised and parents can support by checking regularly that they are able to proceed. Keeping to the school day routine is the most important thing in trying to keep learning happening.

We have also enclosed a suggested timetable tracker that might be beneficial when checking your son/daughter is keeping up to date with the work they have been set. Parents completing the timetable tracker at the end of the say is an essential part of keeping students working independently and would support a smooth transition when school reopens.

In addition we would also encourage parents to download the **free Google Classroom app** for Android or iOS devices and also the **Classcharts app**. These are both available from the Google Play Store or Apple's App store. These apps will allow you to see all of

the classes that your son or daughter is subscribed to, together with the work set by teachers and monitor their engagement with the work set.

You will need to ask for your son or daughter's School Google username and password to do this. Push-notifications alert you to online activity between your child and their teacher. Students can message teachers with questions about the work, which can be seen by the rest of the class and the teacher, as well as digitally handing in work when an assignment has been set.

On their return to school, classes may revisit learning done at home to assess for gaps in their learning and any misconceptions, and be given assessments to help inform future teacher planning.

We would like to thank you for your on-going support at this challenging time. If you have any questions you can contact staff members using the website contact form. We will try to respond as quickly as we can.

For updates on the school closure, please visit our website and social media daily for any changes.

Question	Staff member	Email address
Website, Google Classroom	Russ Le Puill	Russ.lepuill@spexe.org
Individual teacher or lesson questions	teachers	Please use the website contact form
Pastoral	Please contact Tutors in the first instance for pastoral matters. If the matter can't be resolved by the tutor then please as a last resort contact the Head of Year. Year 7- Mrs Hayes Year 8 – Mr Bamber Year 9 – Miss Hartnell Year 10 – Mr Thompson Year 11 – Mr Woolnough	Please use the website contact form

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

We check on student engagement with remote learning daily via our **Classcharts app.** Teachers will check whether students attend and also whether they engage / submit remote work set.

If a student does not attend or submit work parents will receive an automatic alert from **Classcharts** within 24 hours.

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:

- Verbal feedback during a zoom meeting
- Verbal feedback using a break out room in zoom with groups of students you are feeding back to
- Feedback via a google rubric attached to the assignment
- Feedback in Google Classroom comments
- Feedback through a variety of apps – Mote, Spiral, Google Forms
- Whole class feedback with action points for the class to address
- Annotated notes on google docs / images / slides

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:

- Key workers and Teaching Assistants have been added to Google Classrooms of students with SEN to enable them to provide support remotely. These members of staff are used to working with your child and have established a good working relationship with them.

- Key workers and Teaching Assistants will continue to liaise with you and your child on a regular basis to make sure that your child is fully supported in both their education and their well-being.

- Our dedicated Safeguarding Team and Intervention Support Officers

- In addition your child will be supported by their Head of Year and personal tutor.

Remote education for self-isolating students

Where individual students 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 students 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?

Teachers will either:

- Set work on Google Classroom for students to complete

  Or

- share a Google Classroom code so that students can remotely access the lesson from home

Teachers will endeavour to set work as soon as is practical following the decision for students to self-isolate.

GOOGLE MEET / GOOGLE CLASSROOM EXPECTATIONS

Recent feedback from parents, staff and students about our enhanced remote learning provision has been overwhelmingly positive and we wish to continue working in this way. In order for us to do this though we need to be clear about our expectations of students when we use these platforms.

- Video Cameras must be on **and / or** the correct name entered in order to be admitted into the meeting. This allows the teacher to check the waiting room has genuine students from St Peter's waiting to be admitted into the meeting / lesson. Failure to do either of these things could result in the student not being permitted entry to the meeting. This is a safeguarding issue that has been widely reported nationally and unfortunately has been exploited by a very significant minority of students.

- Ensure that the ID for the meeting and password are **not shared on any form of communication**. If anyone needs this information, they should contact the class teacher through email.

- Provide a suitable room for the sessions. Preferably a family room, not a student's bedroom.

- Ensure that your child is appropriately dressed for the sessions.

- Ensure that your child understands that they will be muted on arrival in the session and will be unmuted when asked to talk. Children cannot unmute themselves without being asked to by a teacher or TA.

- Understand that the live session may be recorded so that if any issues were to arise, the video can be reviewed.

- Understand that the session will consist of live content as well as opportunities to complete tasks independently. The meeting will continue in the background in order to address any questions or conversations that students and teachers might need to do in order to support learning.

Ensure that language is professional and appropriate, including any family members in the background.

Summary of daily routine

- Students should be up and dressed, ready to start their tutorial each morning at 8.30am. A register will be taken during tutorial time via Zoom. Codes will be published on the tutor group google Classroom.

- Students should then follow their normal timetable for the day, **at the times they would normally attend lessons.** Students will be registered for attendance at these times via Google Meet by their teachers.

- Staff will then provide remote learning on Google Classroom and Meet **for part, or all of the lesson**. The purpose of this will be to meet with classes remotely and discuss the work and address any questions. Time will be provided to allow students to complete the tasks set on Google Classroom.

- Where possible please make sure that students can access their **school email** from any devices that they use at home. This will help in communicating with students day to day.

- Please also ask your child to download the Google Classroom App to their device / phone so that they can receive up to date messages from their teachers and classes. Visit the Google Play store or Apple store and download from there.

How to access the Google Meet lessons and remote learning tasks:

- Students should log in to their Google Classroom

- Details of Meet codes will be communicated to students on their Google Classroom stream.