

Template for schools: share information about your remote education

This optional template is designed to help school leaders share relevant information with pupils and parents or carers about how they will provide remote education. The information should be published on school websites **by 25 January 2021** to support understanding of what pupils, parents and carers should expect during periods of school closure or pupil isolation relating to coronavirus (COVID-19).

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 page.

What should my child expect from remote education in the first day or two of pupils being sent 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. For example, if pupils are sent home from school our immediate priority will always be getting them home safely.

The remote curriculum: what is taught to pupils at home

Work will be provided for pupils on either TEAMS (years 11, 10, 9) or EPRAISE (years 9,8,7). **We can provide paper copies if online access is impossible.**

- Pupils will be essentially following their timetable and ***one remote lesson will be provided for every timetabled lesson***, they would have had in school.
- These lessons will be designed to allow ***pupils to access at times convenient for them***.
- These lessons will be provided ***on the same day*** as pupils would normally have had the lessons, to avoid overwhelming pupils at the start of a week.
- Work from pupils will be ***acknowledged within 3 working days*** and feedback will be provided in line with normal school guidelines (every 5 lessons).
- ***Teachers can be contacted online or via email***. If whole year groups are out of school, then teachers will be online during that year groups lesson times. If we still have any pupils in classes at school, this won't be possible. The email format is the teachers Initial and surname (e.g. WLowndes) followed by: @heathfieldcommunityschool.co.uk
- ***Our expectations around online work are the same as work at school. We want pupils to work hard, complete the tasks set and ask for help if they need it.*** We will contact parents where this isn't happening.

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 will need to make some adaptations in some subjects. For example, subjects won't be able to offer some practical tasks without a laboratory or workshop.

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:

Years 7-9	4 hours a day.
Years 10 and 11	4 hours a day on remote lessons, with additional time for revision.

Accessing remote education

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

TEAMS: portal.office.com

EPRIASE: www.epraise.co.uk

Other departments will use other online tools (e.g. Hegarty). Details will be provided at the sites listed above.

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:

We have surveyed parents and pupils and identified pupils who do not have devices to access online learning

- We have a limited number of laptops that we can lend pupils, for the duration of the time they are learning from home.
- We can also provide printed materials. Please phone the main school number to request this: (01823) 412396. Email: office@heathfieldcommunityschool.co.uk When we send out packs we will also include details of how to hand pupils work in to their teachers.

How will my child be taught remotely?

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

- We will provide lessons that can be accessed at flexible times, as many of our students share devices with siblings / parents
- We will quiz frequently to encourage pupils to access prior knowledge
- We will acknowledge receipt of work and answer questions within 3 working days.
- We will use EPRIASE and 'assignments' in TEAMS to help pupils organise their work and to be clear on what we expect pupils to complete
- We will use a range of methods (videos, audio, power points, links etc) to provide explanations
- Where appropriate we will use 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 expect pupils to engage with online learning, complete the tasks set and ask for support if they need it.
- Our experience is that pupils benefit massively from parental support e.g. discussing their work and helping them structure their time.

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

Teachers will monitor how often pupils are accessing work and what they have completed. This will be monitored by Heads of department and SLT and parents will be contacted when we have concerns.

How will you assess my child's work and progress?

- We will acknowledge receipt of work and answer questions within 3 working days.
- We will feedback in line with school policy – every 5 pieces of work. This will either be done online or in school.
- Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes

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:

In this section, please set out briefly:

- how you work with families to deliver remote education for pupils with SEND

Remote education for self-isolating pupils

Where individual pupils need to self-isolate but the majority of their peer group remains in school, remote education will differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school and the fact that, typically, pupils are out of school for less time.

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

Self-isolating pupils will be completing remote tasks that are adaptations of what's being delivered in school. The aim is to allow them to slot back into the class when they return, with minimal impact on their progress.

It will not be possible for teachers to be online during the timetabled lesson- as they will be delivering that lesson in school.

It is likely that work will be handed in and feedback provided, in school.