



## **Remote Learning Guidance for Parents and Carers**

<b>Date First Published</b>	January 2021
<b>Version</b>	1
<b>Last Approved</b>	January 2021
<b>Cycle</b>	Annual (January 2022)

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## **1. Remote education provision: information for parents/carers**

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 or, where individual students are self-isolating.

## **2. 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?**

During the first day or two of remote education your child will be able to access their learning in the following way:

- In some subjects pupils may be sent home with workbooks to complete independently in the first instance.
- Live lessons on Teams

### **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 in some subjects; these have been listed below:

- Science Experiments will be filmed on site and shared with students

## **3. 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. The Statutory minimum number of hours is five hours per day in secondary/Post 16 schools:

- We expect that remote education (including remote teaching and independent work) will take students broadly 6 hours each day

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

We teach live lessons and assign work through Microsoft teams. The students are used to accessing their learning this way. Staff will deliver all lessons live whenever possible.

## **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:

Please contact Jess Humphreys to arrange to pick up a laptop and borrow to take home. The internet access will need to be logged into before the student leaves site. If a student has no access to the internet either through their phone or laptop please let us know on [contact@chapeltownacademy.com](mailto:contact@chapeltownacademy.com) so we can make arrangements for you to be on site.

## **How will my child be taught remotely?**

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

Through live Teams meetings, PowerPoints, online resources stored in the Teams classroom area and by assignments. Students are used to accessing these already and have been trained on how to do so.

The expectations for students and their independent work remains the same as it does when the Academy is fully open. This is 5 hrs of independent work per week per subject.

Independent work could be registered study work, homework, NEA work, revision etc. It is separate to class work.

The method by which work is set has moved to online digital platforms like Teams, Zoom and Sharepoint. If you need support with these platforms and or phone apps such as Adobe Scan etc please do ask your teacher or Louise Reid ([lreid@chapeltownacademy.com](mailto:lreid@chapeltownacademy.com)) who will support you with the tech side.

For remote learning, there are minimum expectations for staff and students. These are outlined below, but of course other events/teaching/assignments could be added as and when necessary/required;

- Students **must** attend live lessons for each class using Teams or Zoom.
- Students **must** attend 1 intervention/Q&A live session per week for each class if requested by the teacher.
- Students **must complete** 5 hrs of remote work set via Teams or Sharepoint for each class, each week.
- Students will be provided with answers/info for the set remote work after its completion.
- Each week, one set assignment is marked by your teacher or the student and some form of feedback is given by staff ie via an online live/pre-recorded session or by Teams/Sharepoint.
- Where an AP occurs during lockdown, then **the AP must still be carried out by the student.**
- Students must attend form sessions and PF as and when requested by staff.
- Failure to attend lessons, PF or form will lead to further intervention by Jess and form tutors and could lead to remote attendance reports being issued.
- If you are ill, you must report this to reception in the normal way and catch up on work missed.

## **4. 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?**

Please see above for our minimum expectations for students whilst working remotely. The students will need a quiet and safe place to work at home with internet access and a suitable device. If they do not have either of these please let us know on [contact@chapeltonacademy.com](mailto:contact@chapeltonacademy.com). Feedback will be provided via Teams assignments and live lessons.

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

Each day the staff member will inform reception if the student is absent and a phone call will be made. If the student continues to be absent Jess Humphreys will escalate

### **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:

- Students will be provided with answers/info for the set remote work after its completion.
- Each week, one set assignment is marked by your teacher or the student and some form of feedback is given by staff ie via an online live/pre-recorded session or by Teams/Sharepoint.
- Where an AP occurs during lockdown, then the AP must still be carried out by the student.

## **5. 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. Please contact Helen Deighton on [hdeighton@chapeltonacademy.com](mailto:hdeighton@chapeltonacademy.com) should you require support and further guidance on how SEND and EHCP students can be supported whilst working from home.

## **6. 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?**

Students will log in to their live Teams lessons remotely and join in with the lessons. Work will be set through assignments and will often need to be completed in a specific time frame.

## **7. Designated Remote Learning Lead**

**Who is the Senior Leader who has been named as designated remote learning lead and how can I contact them?**

Our designated remote learning lead is Louise Reid who can be contacted on [lreid@chapeltownacademy.com](mailto:lreid@chapeltownacademy.com)