



## 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

#### Will my child be taught broadly the same curriculum as they would if they were in school?

Subjects are following the normal curriculum in the majority of cases. Simplified curriculum plans on the school website provide an overview of what will be taught in each subject, for each year group.

### 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 five hours each day. The timings of the school day to support home learning will be as follows;

9.00-9.20am	Form Time
9.20-10.50am	Session One
10.50-11.00am	Break
11.00am-12.30pm	Session Two
12.30pm-1.20pm	Lunch
1.20pm-3.20pm	Session Three

Students will be expected to attend their form time teams session at 9am. The rest of the day is split into three sessions to support students to have a manageable routine when working

remotely. We encourage students to follow these timings, however we do appreciate that due to differing personal circumstances this may not always be possible.

For Years 7-11, we have created schedules to show when work will be set for each subject. Year 12 and Year 13 will follow their original schedule of subjects, but within the above timings. The schedules can be found on the home learning section of the school website.

## **Accessing remote education**

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

Students will access work through SHMW or through Microsoft Teams. SHMW will be used to explain instructions for work each week, to access resources, and to give further direction for how students should submit their work.

Microsoft Teams will be used for live lessons for students. These will provide an opportunity for teachers to explain new learning to the students, to run activities that check understanding, and also to give interaction between students and teachers, and between the students themselves. The schedules on the school website show the framework for when the Teams sessions will run for each subject and year group.

### **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 conducted a thorough audit to establish what access to devices families have. This has been carried out via a parental survey and through form tutors surveying students.

We are proactively contacting students and families where non-engagement with remote learning suggests access to technology may be a barrier and form tutors are checking in on a weekly basis with students both in form time and through a weekly well-being survey. In addition, parents can contact school if there is a new need for a device.

Where devices are loaned to students, wherever possible we provide an induction on the device so that students are confident in how to access both SMHW and Microsoft Teams on the device concerned. Where devices are loaned, they are available for collection from school following signing of a loan agreement form. The devices we are loaning are a mixture of those that have been provided by the DfE and those that the school has purchased specifically to support students who do not have access to appropriate devices.

If pupils do not have online access, families should contact school immediately ([ntownsley@notredame-high.co.uk](mailto:ntownsley@notredame-high.co.uk)) so that we can work with the family to identify the best solution, likely to include supporting the family with access to the internet or a device, combined with provision of paper-based materials, in the short term.

## How will my child be taught remotely?

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

- Live Microsoft Teams lessons that run at allocated times within the schedule, combined with resources and tasks set for independent work.
- Teams lessons will be used to deliver new content to students, to explain new learning, and to talk students through activities that they need to complete independently. This contact with students will also be used for questioning, to check understanding and to give students feedback on their work.
- Recorded teaching: Microsoft Teams sessions will all be recorded, enabling students to revisit these, or to access them at another time if they are unable to attend them live.
- Where students are directed to subject specific websites and online textbooks, this information is included in the simplified curriculum plans.
- The rationale behind our approach to remote learning is informed by [evidence based recommendations](#) from the Education Endowment Foundation, as well as feedback from our students who have found that a mix of some regular interaction with their normal teachers, including some live teaching, combined with some pre-recorded support for learning and time to carry out tasks in their own time has worked best.
- Our model aims to make use of the obvious advantages of live remote teaching with some flexibility to account for different learning needs and to allow for the varying contexts that students are working within at home.

## 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?

#### Routines and Expectations:

Your child is expected to log onto Microsoft Teams every day and to follow the routine provided by the schedule. The framework will provide a structure for when your child can expect to have contact with their teachers, and when the work will be set by each subject. You can also help them by talking to them about their plans for how they will complete the independent work set.

Teachers will be using SMHW to reward students for their good work by awarding them with positive points or badges so do ask them about this, as well talking to them about the feedback they have had on their work through their contact on Teams and the work they will submit. This will help them to stay informed of their progress. Your child is expected to follow the instructions for submitting work from each of their class teachers, and to communicate with them if they have any problems with doing this. They can ask them a question on a Teams lesson or e-mail them to do this.

#### Encouragement and Interest

There is no expectation for parents to act as teachers. Your encouragement, and interest, in your child's work is more important than becoming directly involved in the work itself. You can help by asking your child to set goals and by talking with them about what they aim to do each day. A 'five minute plan' chat before they start with home learning can help. Simple questions such as 'What subjects have you got on your schedule for today?' 'How will you spend your time?' 'What resources do you need?' can help. At the end of the day, you might ask 'How far did you get with your tasks today?' 'What did you discover?' 'Did it go well today?' These brief conversations can help your child to manage their time, to set some goals, and help with their self-management.

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

- We are checking attendance daily through registration at form time. Parents will be contacted about any non-attendance each day. Phone calls are supportive and will be used to help us to work with families to see how we can further address the needs of students and offer support.
- Engagement with home learning is monitored on a weekly basis by subject teachers. They review attendance on teams lessons, the work that has been submitted, as well as participation in any online quizzes. Where teachers have concerns about individual students, this is logged, and reviewed by the pastoral team on a weekly basis. Parents will be contacted in a supportive manner to discuss further ways that the school can offer support.
- Where we know that students are struggling with their engagement in home learning, they will be allocated a dedicated mentor to support them with their remote learning throughout lockdown.
- If your child is struggling with home learning, they can talk to their form tutor, in the first instance, during the daily registration slot. This will help to identify what the issues are, so that we can inform subject teachers of any relevant support that is needed.

## **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. Our approach to feeding back on pupil work is as follows:

- Students will receive verbal feedback during Teams lessons, through responses to their contributions via the chat function. This will aim to replicate, as closely as possible, the usual classroom routines for feedback that occur in real time. These serve to quickly identify, and respond to any misunderstanding.
- Online quizzes, either through SHMW, or Microsoft Office Forms will be used for students to check their knowledge and understanding. Teachers will use these to respond to any gaps in learning and to revisit content and clarify understanding.
- Whole class feedback will be used in Teams lessons to keep students informed of what they are doing well, and what their next steps for improvement might be.
- Where appropriate, students will receive feedback on written tasks. They will receive this through feedback on assignments in Teams or through comments sent through SHMW, after work has been submitted.
- Students will receive positive behavior points recorded on SHMW to acknowledge and praise their engagement with home learning. Parents will receive monitoring data on their child's approach to home learning in the March cycle of reporting to parents.

## **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:

- Teachers will take a student-centred approach to remote learning, replicating in school support as much as possible to ensure resources and materials are accessible for all students.
- Teaching staff and Learning Support Assistants are working with students and families to offer individual support. This involves helping them to access work and check on their well-being, in order to support their learning. This includes;
  - As a minimum, weekly contact with students who have an EHCP
  - As a minimum, fortnightly contact with students who are on SEND Support (K code)
  - Daily contact where needed with specific students based on need.

The progress of the students is logged, and monitored by the SENCO, ([Mowczarek@notredame-high.co.uk](mailto:Mowczarek@notredame-high.co.uk)) to help further review provision.

## **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?**

Students will follow the schedule for their normal school day, and will complete work for their timetabled subjects. Students should access the simplified curriculum plans on the home learning section of the school website. This shows a plan of the curriculum in each subject for each week the half term. It explains what all students will be revising from previous work and what new learning they will do. It also explains the activities that will support this learning and where students can access activities and support when they are self-isolating. Students will be able to access the resources for home learning from SHMW or through Teams. They can submit their work to their teachers, as will be explained on the curriculum plans.