



Minerva
Learning Trust

Remote Learning Guidance for Parents and Carers

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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.

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:

Students will access lessons that are already planned independently; these will be set by teachers on Teams. Wherever possible students will be supported by staff through the Teams chat. As all remote learning is set on Teams, a move to remote learning can be achieved with relative immediacy.

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 content remotely as we do in school wherever possible and appropriate. However, we will need to make some adaptations in some subjects. For example, where students are involved in practical sessions for subjects it may not always be appropriate or possible for students to complete this work at home. Where this is the case, alternative learning to support other areas of the curriculum will be set and curriculums re-modelled to allow students to catch up with practical content on their return. Subjects that may be affected are listed here:

- Drama
- Music
- PE
- Technology
- Science

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:

Key Stage 3	Years 7 – 9 Students will be provided with the equivalent of 5 hours of home learning each day – this will be a mixture of pre-recorded and independent work (suggested task completion time will be included for independent learning tasks).
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	<p>In full lockdown students will follow their normal timetable. Direct instruction/live lessons may be limited to 45 minutes of teacher time with activities provided to make the full hour</p> <p>Where a full bubble (year group) or whole school is isolating, and where appropriate, live lessons will be offered.</p>
Key Stage 4	<p>Year 10/11</p> <p>Where a full bubble (year group) is isolating a mixture of live and pre-recorded lessons will be offered as per students normal in-school timetable. Direct teacher instruction may be limited to 45 minutes in lessons to enable the completion of independent tasks to complete and submit for feedback that take up the rest of the time in a lesson. There will be a minimum of 5 hours of learning per day.</p>

Accessing remote education

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

In the event of a full lockdown or whole bubble closure all work will be provided through MS Teams platform. The work will be a combination of live or recorded direct teacher instruction, learning activities, teacher interaction and feedback. All work for students whether live, pre-recorded or independent will be set on Microsoft Teams – information and 'how to' guides can be found on our website.

Support for home learning and the use of MS Teams can be found here:

<https://stocksbridgehigh.co.uk/students/microsoft-teams-instructions>

In exceptional and limited circumstances, through direct arrangement with the SENDCO, some individual students will be provided with paper-based work.

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:

- All work is designed so that it can be accessed on computers, laptops, tablets and phones – work can also be edited on all devices via Microsoft Apps. If you do not have a device that runs Microsoft features you can find information about how to download this free by clicking on this link
- We are able to loan equipment to students who are self-isolating and do not have access to ICT or internet access, this includes Data loaded SIM cards, dongles and laptops – please contact L Lowe to request equipment l Lowe@stocksbridgehigh.co.uk
- Work is designed, wherever possible, to not rely heavily on printed materials as we know many families do not have printers at home. Worksheets etc can be opened and edited through Teams on electronic devices. If students prefer to complete work on paper and submit through photograph then this is also acceptable; however this must be submitted through the Teams platform

- All work should be submitted via Microsoft Teams, either by editing attached documents or by taking a picture of work on paper and again submitting through Teams.
- In the case of a full school closure, or several bubbles being closed at once, we may not have enough equipment to loan to all students who require it. In these circumstances priority for loaning equipment will be given to Year 10 and 11 students and we will provide paper packs for any students who are unable to access work due to lack of equipment.

If your child has no access to a laptop or tablet on which to complete online learning then please contact the school on 0114 2883153 or enquiries@stocksbridgehigh.co.uk to request a loan device. Similarly, also contact the school if your child's access to a device is limited as it has to be shared with a sibling or working adult in the household

If you have limited or no access to WiFi or data in the home, please contact the school to request a loan of a wireless dongle.

A member of staff will discuss your request for a loan device and arrangements will be made for the parent/carer to collect it from school at a specified date and time. On collection you will be asked to sign a loan agreement in which you will agree to the use, care and return of the device.

How will my child be taught remotely?

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

- Live teaching (online lessons)
- Pre-recorded teaching (video/audio recordings made by teachers)
- Independent learning tasks produced by teachers and accompanied by supporting learning materials (e.g. PowerPoints, Word documents)
- Existing websites that supporting the teaching of specific subjects and are already used by students in school such as 'My Maths', 'Educake' and 'Seneca'
- Individual and whole class feedback on submitted work

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?

- Remote learning is following the school's curriculum plans and failure to engage will leave students behind and with gaps in learning. Therefore, students are expected to attend and engage with all online learning activities and this will be monitored.
- Students are expected to be available and be engaged for the duration of the school day, 08.50 to 15.00 (except during social time)
- Students must submit work requested for assessment and feedback. Usually, further time will be allowed at the end of the day to give students opportunity to complete all work.
- If a student is unable to attend remote learning due to illness or remote learning then parents/carers should notify the school through the usual channels
- If a student is absent from an online lesson without notification or does not engage appropriately then parents/carers will be notified initially by text on each occurrence. This will be followed up with a telephone conversation
- We thank parents and carers for all the support they offer their children and the school in home learning. This includes:

- Providing a quiet and appropriate space for students to complete remote learning
- Providing access to appropriate ICT equipment and learning materials – if this is an issue please contact the school as described above.
- Ensuring they are engaged in their learning for the duration of the school day
- Ensure that students are in the daily routine of learning including lessons, form time, breaks and lunchtimes.
- Discussing the work with your children and checking they have submitted the work requested for the day
- Contact the school as soon as possible if there are any issues with remote learning or you need additional pastoral support

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

- Teachers will check student engagement following each lesson.
- Teachers will inform pastoral staff if students have not logged onto or submitted the work
- Parents will be informed daily if students have not viewed and submitted the work
- Pastoral staff will contact parents of students where there are ongoing concerns with engagement or quality of work
- Repeated lack of attendance and engagement will be escalated to senior staff if necessary.
- If school cannot contact parents/carers by phone, text or email then a home visit will be arranged

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:

- At Key Stage 3 Feedback will be offered to all students following a 'whole class feedback' model – this may be provided as a written document or provided verbally through pre-recorded material. This feedback will be provided weekly based on students work submitted and published on Teams. Feedback will also be embedded as a key part of all lessons both live and pre-recorded.
- At Key Stage 4 Feedback will be offered through a mixture of whole class and individual feedback – provided on individual work, or through written or verbally pre-recorded material. Feedback will also be embedded as a key part of all lessons both live and pre-recorded.
- During all lessons, teachers will be available in the Teams chat to provide immediate feedback to students.
- As in all learning students will be expected to act on the feedback given and the future lesson plans of teachers will be amended accordingly

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 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:

- All lessons set will be delivered in line with SEND non-negotiables; ensuring they are accessible to all students. Students with SEND are known to all staff and as part of remote learning, the work provided will be appropriately differentiated as it would be in school.
- Students considered vulnerable due to significant additional needs may be offered access to in school provision
- Students with significant needs will be assigned a key worker who will make regular contact with parents/carers through Teams and/or telephone to offer wellbeing support and guidance for learning.
- Where appropriate timetables and approaches to learning may be reduced or alternative learning materials provided; the SENDCO may make individual arrangement for some students to receive and submit work through alternative media, such as paper-based activity.

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?

In cases of individual isolation students will receive materials to ensure they are enabled to independently access the same curriculum as students within school. If appropriate students will be invited to join in school lessons live on Teams. Students will be able to request support from teachers; however responses may not be immediate. Where work is requested to be submitted feedback will be offered. Further information about 'individual' student isolation can be found below:



Remote Learning Commitment

Individual (including individual classes) student isolation

Remote learning will follow the curriculum plan for each subject and will be aligned to what is being taught in school at the time.

If an individual student is required to self-isolate (please note single class or form group isolation is also classed as 'individual' isolation), Stocksbridge High School will provide remote learning as detailed below. There is an expectation that the work is completed by the student so that self-isolation does not leave students behind other peers in school.

Work will be placed for all isolating year groups on Microsoft Teams.

Work will be provided on a weekly basis for all subjects.

The work will be a variety of assignments and tasks aligned to activity in school. Resources could include PowerPoints, pre-recorded instruction, work sheets etc.

In some cases of individual isolation, students may be invited to join live lessons via Teams.

All work completed should be submitted via Teams. Isolating students can request help and support from their teachers via Teams but they will may not receive an immediate response.

In addition to the work set on the website isolating students will be also be expected to complete any normal year group homework set by class teachers, this will appear on Satchel One (Show My Homework).

If a student has difficulty accessing a computer, tablet or phone at home or has no internet connection to receive learning materials, please contact llowe@stocksbridgehigh.co.uk so that alternative arrangements can be made as soon as possible.

