



# Archbishop Tenison's

CHURCH OF ENGLAND HIGH SCHOOL

## 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

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.

## What should my child expect from immediate remote education in the first day or two of pupils being sent home?

If pupils are sent home, their first day's lessons will be resources and tasks posted onto the General Channel of their Class Team as the school prepares properly for remote learning.

## 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?

Pupils and students should expect to be taught to the same timetable as they would if they were in school although lessons across the curriculum are adapted to take into account the differences in using Teams to deliver learning. In some instances, practical subjects, for example Technology and Music, may alter their curriculum and adapt their content if planned lessons cannot be delivered. In these cases, practical activities had to be removed and other skills are being focused upon.

## 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:

|                   |   |
|-------------------|---|
| Key Stage 3 and 4 | We expect that remote learning, including taught lessons and independent tasks will take pupils approximately 5 hours in KS3 and more in KS4 where more complex homework tasks will be set. |
| Key Stage 5       | The expectation that Sixth Form students complete three hours a day of independent study outside their taught lessons continues during remote learning.                                     |

## **Accessing remote education**

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

Archbishop Tenison's uses Microsoft Office 365 and Teams to deliver remote learning. All pupils and students have a Microsoft Office365 account which gives them access to this technology and give them access to Word, Powerpoint, Excel, Notebook and MS Forms among others. Pupils may also access video recordings of lessons (all produced by school staff) on the Stream area of Office 365. Some departments may on occasion use resources which have been created externally, eg BBC Bitesize.

### **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:

Where pupils do not have access to a laptop or tablet device, the school may be able to provide the loan of a laptop to assist pupils. Details of this provision will be available through the school's website and newsletter.

In households where there is no wifi access, the school may be able to provide sim cards to give a greatly increased amount of mobile data.

If a pupil is using a smartphone to access lessons on Teams, teachers will accept a photograph of handwritten tasks uploaded for marking. We can make provision for exercise books and textbooks to be collected in some instances.

If a pupil has intermittent or sporadic problems with wifi, lesson content will always be downloaded to the Teams Channel so that it can be accessed after the fact.

Resources can be scanned and put into lesson powerpoints to be shared in Teams.

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

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

In most instances, pupils should expect to be taught according to their usual in-school timetable.

All work will be communicated to pupils using the General Channel of their Class Team.

During whole school lockdown or whole year groups receiving remote education, pupils should expect to receive the majority of their lessons as live teaching within which teachers will combine the delivery of lesson content, question and answer and tasks for the pupils to complete. This may take the form of a class meeting or a live event webinar.

Where individuals or small groups are at home to self-isolate, work will be communicated as an assignment which includes resources produced to help completion of the task.

Some lessons may be posted onto the Teams Channel as a pre-recorded powerpoint which the child can work through, pausing where necessary, at their own pace.

Teachers may also, on occasion, ask pupils to complete work which is based on

## **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?**

Where the pupil's regular timetable is being delivered, pupils are expected to

- register each morning with their tutor
- attend each scheduled lesson meeting or live event
- complete and submit any task or assignments set from that lesson

Parents are asked to support their child by establishing a routine of learning which follows the timings of the school day and, where possible, that the child is in a quiet part of the house and free from distractions during the lesson.

Parents are asked to ensure that their child has the correct equipment – pen, pencil, ruler, calculator, paper, the relevant exercise book and revision guide, etc.

Please see Remote Learning Policy 12a and appendices for further information.

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

The school will communicate absence from registration to parents through the School Gateway as usual.

A register of engagement with online learning will be taken each lesson.

Online learning co-ordinators will monitor pupil absence from online lessons. In the first instance, parents will be informed of the school's concerns through email.

Should there continue to be concerns, the school will communicate with home to support parents through the usual channels of Form Tutor and Head of Year.

### **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:

Teachers will assess pupils' learning using a variety of methods:

- Questioning during online lessons
- Feedback from short tasks set during lessons
- Using Microsoft Forms for online quizzes or longer questions as homework to check understanding
- Commenting on lessons or work via Teams channel
- Setting assignments on Teams

## **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:

Good communication between home and school to ensure that we know when students are struggling and can organise ways to help

Signposting to organisations that may be able to offer additional support during lockdown

Highlighting key features of MS Teams which may be helpful for our SEN students and their parents in accessing work online e.g. immersive reader

Support from teaching staff which takes our SEN learners into account, for example stepped instructions and chunking of information, recording of sessions so that pupils can pause and take things more slowly, providing different ways to show learning etc.

Provision of study support as in regular timetable

## **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?**

Pupils who have access to Teams but are self-isolating while the rest of their year group is in school will access learning as outlined above, by completing the work which will be communicated as an assignment and will include resources produced to help completion of the task.