

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?

When the whole school is required to remain at home, remote learning will begin immediately and teachers will be setting work on Microsoft Teams.

Assignments will be set on Microsoft Teams in line with normal timetables.

Work should be completed in exercise books. If they do not have their exercise book, pupils can type up their work on Microsoft Word (link via RM Unify on school website), use their own notepad or the back of another exercise book.

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?

Remote education will align as closely as possible with in school provision

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. For example, PE and Technology are unable to remotely teach some of the planned practical elements of the curriculum. In addition to this some changes to the sequence of the curriculum have been made to accommodate teaching in 'bubbles' and remote teaching.

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	Minimum 5 hours per day (following 'normal' timetabled lessons) 15-minute tutorial at 8:30am everyday
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Accessing remote education

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

All remote teaching will take place via Microsoft Teams. Students should access Microsoft Teams, emails and other Microsoft applications through RM Unify, this can be accessed through the school website - <https://st-columbas.bexley.sch.uk/links>

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:

If a pupil does not have access to a laptop or tablet please contact the school. We will be able to provide further information about how we issue or lend devices that enable an internet connection (for example, routers or dongles),

KS3COVID@st-columbas.bexley.sch.uk for Yr 7,8,9 students or

KS4COVID@st-columbas.bexley.sch.uk for Yr 10, 11 students

How will my child be taught remotely?

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

Every day, pupils should expect to receive five assignments on Microsoft Teams. The assignments will have clear instructions on the task's pupils should complete, the resources they should access and the work they must submit for feedback.

A range of different remote teaching approaches will be used, including

- live teaching (online lessons, via Microsoft Teams)
- recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers)
- textbooks and reading books pupils have at home
- worksheets and PowerPoints
- 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?

All pupils are expected to log on at 8:30 for tutor time.

Following tutor time, we expect students to follow their timetable and engage in all lessons.

High standards of behaviour are expected whilst working online.

All members of the St Columba's community have signed an Acceptable Use of ICT Agreement. The agreement states that all users must use the school ICT systems in a responsible way, to ensure that there is no risk to my safety or to the safety and security of the ICT systems and other users. The full text of the Acceptable Use Agreement can be found in our e-safety policy <https://st-columbas.bexley.sch.uk/wp-content/uploads/2017/08/StColumbaseSafetyPolicy2017.pdf>

If a pupil is unable to access their work due to illness, IT issues or any other reasons parents are requested to email KS3COVID@st-columbas.bexley.sch.uk for Key Stage 3 students or KS4COVID@st-columbas.bexley.sch.uk for Key Stage 4 students

To support your child's remote education;

- help them organise their time
- try to help them balance any deadlines for when work has to be handed in
- take breaks
- praise them when they do well
- ask them about their work and what they have been learning
- make some time for practical activities, such as arts and crafts, exercise or helping with cooking

Further support and guidance for parents can be found on the link below

https://educationendowmentfoundation.org.uk/public/files/Publications/Covid-19_Resources/Resources_for_parents/Summary_of_Resources_-_Parents.pdf

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

We will monitor pupil's engagement daily, by analysing their access to Microsoft Teams and the work they submit to their teachers.

If engagement is a concern, the Head of Year, will contact parents by email. Please ensure the school has your correct details.

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 monitor all work that is submitted on Microsoft Teams assignment. A mark out of 4 will be awarded based on engagement and effort.

Whole-class feedback and individual feedback will be provided to students in line with our school policy. Online quizzes marked automatically via digital platforms, will also be used to provide feedback.

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:

To help support students with special educational needs, teachers and teaching assistants, will be available throughout the lesson on Microsoft Teams to offer support and guidance.

Clear instructions will be given by teachers as to the tasks they must complete during the lesson. Teaching assistants will be available to help through the 'chat' facility on Teams or through email.

If you have any concerns or require any additional support please contact : the subject teacher, Learning Support/ Wellbeing Hub or the SEND Department.

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?

If your child is not in school due to self-isolation, please contact the school office; office@st-columbas.bexley.sch.uk / 01322 553236

Work will be assigned via Microsoft Teams, through assignments or uploaded on the 'posts' page. Teachers will make this accessible as soon as possible.

Pupils should also work independently on these digital platforms.

- Oak Academy - <https://classroom.thenational.academy/subjects-by-key-stage>
- BBC Bitesize - <https://www.bbc.co.uk/bitesize/secondary>
- Hegarty maths - <https://hegartymaths.com/>
- Educake - <https://www.educake.co.uk/>
- Seneca Learning - <https://senecalearning.com/en-GB/>