

# Remote Education Provision Statement of Practice



**LEES BROOK**  
COMMUNITY  
SCHOOL

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## Introduction

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education if local restrictions require entire cohorts (or bubbles) to remain at home.

We have also included information of what to expect where individual pupils or a small number of pupils are self-isolating.

## Statement of Practice

### Remote education provision: information for parents

What should my child expect from immediate remote education in the first day or two of pupils being sent home or having to self-isolate?

#### Scenario 1:

If a whole year group or full class bubble must self-isolate, then lessons would be delivered live on Microsoft Teams for the self-isolation period, following the students' normal timetables. In the event of a live lesson not being scheduled on Teams, (for a particular subject) then work will be set on Class Charts.

#### Scenario 2:

If a small number of pupils or individuals must self-isolate, then work will be set on Class Charts and pupils should follow their normal timetable. This work is planned by Learning Directors but will be set on Class Charts by Mr L Brown, our Student Mentor.

#### Scenario 3:

If a whole year group is forced to work at home due to high levels of staff absence, work will be set on Class Charts. In this scenario, year groups will only be set work for their core subjects of English, Maths and Science. This blended learning work, set on Class Charts, is planned by our Learning Directors but will be set on Class Charts by Mr L Brown, our Student Mentor. Remaining teaching staff in school will be used to teach pupils in school, so they will not be able to deliver a live lesson.

#### Scenario 4:

In the event of schools only being open to key worker and vulnerable children, for example during a national lock down, live lessons will be delivered by all subjects via Microsoft Teams. The live lessons will follow normal timetabled lessons and keyworker/vulnerable children attending school will also access these live lessons. As with scenario 1, in the event of a live lesson not being scheduled on Teams (for a particular subject) then work will be set on Class Charts.

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. For example, practical subjects can't be delivered the same way due to the lack of specialist equipment at home.
- We may provide links to high quality external resources such as the Oak National Academy which the government have resourced to support on line learning.

## 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 secondary school-aged pupils not working towards formal qualifications this year	5 hours each day. Students may have a mixture of online learning and learning away from the computer
Key Stage 4 secondary school-aged pupils working towards formal qualifications this year	5 hours each day. Students may have a mixture of online learning and learning away from the computer
Post 16 pupils working towards formal qualifications this year	5 hours each day. Students may have a mixture of online learning and learning away from the computer

It is also important that students continue to read both fiction and non-fiction texts and continue to develop the literacy strategies that they have been using in school.

## Accessing remote education

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

- All Live Lessons should be accessed via the Microsoft Teams App or through Office 365
- Lessons that aren't delivered live should be accessed through ClassCharts.com

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:

Please contact the school if you do not have internet access or suitable electronic devices to access live lessons through Microsoft Teams. Please note this platform can be accessed through:

- Desktop computer
- Laptop computer
- Tablet
- Smart phone
- PlayStation/Xbox console

There is no expectation for any pupils or parents to print out any documents or worksheets for live lessons. All resources required during live lessons will be available electronically through Microsoft Teams.

## How will my child be taught remotely?

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

Some examples of remote teaching approaches:

- Live teaching (online lessons through Microsoft Teams)
- Recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers)
- Electronic workbooks or worksheets produced by teachers
- Textbooks, reading books or revision guides that pupils have at home
- Commercially available websites supporting the teaching of specific subjects or areas, including video clips, low stakes testing or sequences
- Long-term project work away from the computer

## Engagement and feedback

What are the school's expectations for my child's engagement and the support that we, as parents and carers, should provide at home?

- Pupils are expected to fully engage with live lessons and should follow their normal school timetable.
- Pupils must follow the school's safeguarding protocols for live lessons
- If a live lesson is not scheduled for a particular lesson then pupils should complete the work set on Class Charts.
- Pupils must arrive to live lessons on time and must complete all work/assignments set during the lesson and submit the work to their teacher as instructed.
- It is vital that pupils remain in routines and follow their normal school day, including break and lunch times. All live lessons are taught following the school timetable.

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

- Parents/carers will be informed by school if pupils have not engaged in live lessons during the morning and afternoon sessions.
- Communication with parents will be via phone calls and text messages.
- It is vitally important parents are communicating these messages from school to their children to support the school with engagement during remote learning
- Pastoral phone calls will also be made during any extended periods of remote education, for example during a national lockdown.

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 types of feedback.
- Pupils will also receive feedback via the assignments tab on Microsoft Team
- We have built into our curriculum, low stakes testing to ensure that students are aware of any misconceptions and how they can make improvements to their work. You will predominantly see this in retrieval activities planned by staff.

## 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 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:

- Where possible Teaching Assistants are in live lessons supporting learners with special educational needs and disabilities.
- Work will always be provided at a suitable level for a student's ability and where necessary the student will be provided with additional support to help complete work.
- Parents and carers please contact our SEND department if you require additional support or advice with remote learning.