



## Remote Learning Expectations - Students & Parents

### Absence due to Covid-19

Pittville School is prepared to support students in conducting remote learning during the period Tuesday 5<sup>th</sup> January till Friday 8<sup>th</sup> January in response to the Government announcement of a staggered start to school for year groups 7, 8, 9, 10 and 11.

- From Tuesday 5<sup>th</sup> January on-site provision will be available if needed for students in all year groups 7-11 who are deemed vulnerable (including Education, Health and Care Plan) or within 'critical worker' families.
- Between Tuesday 5<sup>th</sup> January and Friday 8<sup>th</sup> January, all Year Groups (Years 7-11) will be taught remotely. This is part of the Government's request for a 'staggered' approach to the start of term.
- From Monday 11<sup>th</sup> January: Year 11 only should attend school as normal.
- Between Monday 11<sup>th</sup> January and Friday 15<sup>th</sup> January: all other Year Groups (Years 7-10) will continue to be taught remotely. This is part of the Government's request for a 'staggered' approach to the start of term.

#### A. Remote Learning plans for Year Groups 7, 8, 9, 10 and 11

**Work for Year 9, 10 and 11 students** will be set in line with the school timetable (5 lessons each day) to cover intended curriculum aims.

**Work for KS3 year groups (Year 7 and 8)** will be set in line with the school's remote learning timetable to cover intended curriculum aims.

Work is set at the appropriate level for each class by the class teacher

Method of delivery is interactive - set through class pages on Microsoft Teams (MS Teams) and / or Show My Homework.

#### 1. Method of delivery

- Work will be set in line with the school timetable / remote learning timetable for students, with an ambition to cover each lesson (staff absence permitting).
- All lessons / learning activities will be scheduled for students on their Show My Homework account. From here students may be directed to the relevant class channel on MS Teams.

#### 2. Access to MS Teams

- All students have a MS Teams account and have received refresher lessons in the use of MS Teams.
- Guidance on how to access Show my Homework and Microsoft Teams accounts will be available from the Pittville school website.

#### 3. Equipment

- Students need a device (tablet or laptop) that can access MS Teams and a connection to the internet. .
- A suitable device does not require a camera but access to a microphone may be useful.

- Example devices can be found [here](#) or [here](#). Or a [tablet](#) with [keyboard](#).
- Access to the internet is also needed. If your home does not have home broadband, many mobile phones with data packages will allow for hotspot access or 4G/3G mobile internet dongles can be purchased (examples [here](#) and [here](#)).
- Students may also find a **headset** useful whilst working to reduce background noise and distractions (examples [here](#) and [here](#)).
- Students having their own equipment is preferable but where this would cause hardship on a family access to equipment can be organised by the school through both school and government schemes.
- Priority is given to students in receipt of the Pupil Premium (Disadvantaged Students, in receipt of Free School Meals in the last 6 years), but all requests will be considered.

We can offer support via:

- School purchased laptops for those in hardship
- DfE allocated laptops and 4G internet access through government schemes (these do take time to arrive)

#### 4. Lessons

- Staff will seek to provide interactive lessons and where possible be available to support learning at an appointed time in the school day.
- A variety of delivery methods will be used by the teacher dependent on their plans:
  - Recorded lessons (teacher narrated PowerPoint / Whiteboard or similar)
  - Live lessons (live lesson via PowerPoint / Whiteboard or similar)
  - Online learning materials (GCSE Pod, Oak National Academy or similar)
- Lessons will follow the usual curriculum plan for that subject / year to allow students to progress through the curriculum.
- Submission of work will be directed by the teacher dependent on the lesson.
- Lessons will either be recorded or materials available on the class page after the lesson for reference or catch-up in the case of absence.
- Lesson time may be used for independent assessments to support teacher judgements on progress and attainment.
- Attendance and participation to lessons will be recorded by the teacher for monitoring by Heads of House and SLT.
- Where a staff member is absent we will endeavour to set non-interactive work in addition to notifying students and parents.
- Core PE will not be delivered remotely. Students should use this time to take some exercise away from their screens.

#### 5. Lesson Length and Scheduling

- Lessons will typically last 45 minutes to allow for sufficient breaks from screens

#### 6. Lesson Behaviour and Conduct Expectations and Safeguarding

- Students are expected to have their camera (if present) OFF unless otherwise requested by the teacher
- Students are expected to have their microphone MUTED unless otherwise requested by the teacher
- Students should be in a common area (not their bedroom) in their home where they have a level of supervision from a parent
- Students should participate appropriately. Inappropriate behaviour will result in the student being removed from the lesson, their behaviour reported to SLT and this may lead to access to 'live' learning being withdrawn
- Students must use appropriate language – this includes others in their household

- Students must use the necessary equipment and computer programs as intended
- Students must not record, store, or distribute audio material without permission
- Students should always remain aware that they can be heard
- Students should submit work within set deadlines, late work will be subject to delays in feedback
- Parents should try and ensure they have a stable connection to avoid disruption to lessons
- Parents should support their child in being ready and available to learn at the designated times understanding that staff availability is limited to the lesson time.
- Parents should endeavour to provide a quiet area for their child to work in a common area of the household.
- Students and Parents should report any concerns to the Head of House and SLT link for the Year group.

**For 2020-2021, the Heads of House and SLT 'Year Link' are:**

Year	SLT 'Year Link'	Email	Heads of House
Year 7	Ms Bottell	<a href="mailto:ebottell@pittville.gloucs.sch.uk">ebottell@pittville.gloucs.sch.uk</a>	Mrs Allan (Abbot) <a href="mailto:eallan@pittville.gloucs.sch.uk">eallan@pittville.gloucs.sch.uk</a> Mrs Bury Brunsdon (Aston) <a href="mailto:cbury-brunsdon@pittville.gloucs.sch.uk">cbury-brunsdon@pittville.gloucs.sch.uk</a> Mr Kavanagh (Livingstone) <a href="mailto:dkavanagh@pittville.gloucs.sch.uk">dkavanagh@pittville.gloucs.sch.uk</a> Mrs Crowe (Stokes) <a href="mailto:bcrowe@pittville.gloucs.sch.uk">bcrowe@pittville.gloucs.sch.uk</a>
Year 8	Mrs Kavanagh	<a href="mailto:pkavanagh@pittville.gloucs.sch.uk">pkavanagh@pittville.gloucs.sch.uk</a>	
Year 9	Mr Watkins	<a href="mailto:mwatkins@pittville.gloucs.sch.uk">mwatkins@pittville.gloucs.sch.uk</a>	
Year 10	Mrs Pitt	<a href="mailto:jpitt@pittville.gloucs.sch.uk">jpitt@pittville.gloucs.sch.uk</a>	
Year 11	Mr Eagleton	<a href="mailto:deagleton@pittville.gloucs.sch.uk">deagleton@pittville.gloucs.sch.uk</a>	

#### **7. Absence & Work Completion**

- Attendance and completion will be recorded for each lesson by the teacher. Immediate concerns will be raised with parents via email or telephone.
- Heads of House, SLT Link and Tutors will monitor attendance and engagement. Where concerns are identified we will contact families where absence from remote learning is evident to offer support.

#### **8. Pastoral Provision**

- Tutor periods will be delivered on Tuesday 5<sup>th</sup> and Friday 8<sup>th</sup> January at 1.50pm via Microsoft teams to provide students with the opportunity for well being based discussion.
- The scheduling of pastoral assemblies and tutor periods from week beginning Monday 11<sup>th</sup> January will be communicated at the earliest opportunity.

#### **9. Students with SEND needs**

- Teachers will endeavour to ensure that lessons meet the needs of all learners in a class.
- The SENDCO will liaise with teachers to provide support and guidance where possible.
- Parental concerns can be raised with the SENDCO – [ebottell@pittville.gloucs.sch.uk](mailto:ebottell@pittville.gloucs.sch.uk)

#### **10. Alternative Methods of Delivery**

- Where Remote Learning is not possible the school will look to provide workbooks or similar work to be completed from home
- These materials may not follow the identical curriculum sequence as the Remote Learning provision but will support the coverage of intended curriculum aims
- Parents should make the school aware of they are unable, or unwilling, to support Remote Learning. Materials will be organised and, when notified, parents can collect them from the school.