



# Remote Learning Policy Statement

March 2024

## **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 learning.

Remote learning will be required if one of the following occurs:

- There is a Local or National Lockdown and school only remains open to the identified vulnerable students and children of critical workers
- We move to Tier 2 intervention and students are in College on a rota system
- A bubble or cluster of students need to isolate due to a positive COVID19 result
- Individual students are absent because they or a member of their household tests positive for COVID 19

## **The remote curriculum: what is taught to pupils at home**

All Hallows Catholic College is committed to providing continuity of education to its students and will do so through a process of remote learning.

In the event of a National or Local Lockdown the College is committed to ensuring that we provide a near 'normal' experience, with students being able to access 'live' lessons through Microsoft Teams for all KS4 and 5 lessons (Years 10,11,12,13) and the majority of KS3 lessons (Years 7,8,9). Where KS3 practical lessons\* by nature of the lessons may not lend themselves to 'live lessons' including PE, ADT and PA, work will be set on Show My Homework.

All remote learning is sequenced in line with curriculum and the schemes of work students would be studying if in College. Work will be meaningful and ambitious.

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

Where the College has prior notice of a Local or National Lockdown, students will be sent home with their exercise books and materials to support their learning.

KS4/5 lessons will be live streamed on Microsoft Teams. The majority of KS3\* lessons will also be delivered 'live'. Links for Microsoft Teams lessons are emailed to students' College email addresses and posted on Show My Homework.

If a lesson is unable to be live-streamed, for whatever reason, teachers may pre-record some lessons or alternative work will be posted on Show My Homework.

Work is set for ADT, PE, and PA at Key Stage 3 (Years 7-9), but because of the difficulties involved in delivering such practical subjects remotely, these lessons are not necessarily 'live'. Meaningful and challenging work will be set on Show My Homework. The lessons again will be sequenced in line with the curriculum and the schemes of work.

Subjects across all Key Stages may also direct students, where appropriate to the online learning platforms and apps we have researched and purchased to further support remote learning, including Seneca, Kerboodle, Hegarty Maths, Tutor2U, Language Gym and The Oak Academy or to revision material.

Where the College has no prior notice of Lockdown, a students' 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. But the principle is that students follow their usual timetable. As an interim measure, teachers will set work on Show My Homework, which may include The Oak Academy.

Attendance to all online lessons, and completion of work, is compulsory, and registers are taken.

The vulnerable students and children of critical workers, who are attending College, also follow their usual timetable, and access their 'live' lessons through College computers.

PE lessons and some ADT & PA are taught in College, by teachers.

**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 College, wherever possible and appropriate. However, we have needed to make some adaptations in some subjects. For example, in practical subjects including PE, ADT and PA at KS3. In these subjects work set will reflect the same curriculum content.

**Remote teaching and study time each day**

**How long can I expect work set by the school to take my child each day?**

Students follow their College timetable of five lessons per day at KS3/4 and up to five hours a day, including personalised learning at KS5. It is not necessary for teachers to live-stream one-hour long lessons, but they may deliver 20/30 minute content and set learning tasks for students. The lesson content will be designed to last 50 – 55 minutes, and where appropriate engage students on non-screen-based learning activities. The teacher will remain available to offer student support and answer questions on Microsoft Teams / Show My Homework or College email.

The duration of the lesson, therefore, allows for a comfort break at the end of the lesson, whilst ensuring that students arrive promptly for the start of their next lesson.

## Accessing remote education

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

Students will be able to access their 'live' lessons through either downloading the Microsoft Teams App or the web link: <https://www.microsoft.com/en-gb/microsoft-teams/log-in>. A short video presentation on how to do this can be found on our College website:

[https://www.youtube.com/watch?v=\\_JNWF3Kkh4g&feature=youtu.be](https://www.youtube.com/watch?v=_JNWF3Kkh4g&feature=youtu.be)

Students also have a College email account and log-in details for Show My Homework, which will be used to set class and homework reminders, upload lesson resources and submit work for marking and assessment.

They should only use their College email account and Show My Homework account to communicate with their teachers, not a personal email account.

Student email accounts all begin with the year they start College, followed by their initial and name @allhallows.org.uk, e.g. 20SSmith@allhallows.org.uk. These are the same details used to access Show My Homework and MS Teams. If a student has problems accessing their accounts, they can email our IT support at HomeITSupport@allhallows.org.uk.

## **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. The College has carried out an audit to remove, wherever possible, physical barriers to remote learning, including;

- the loan of laptops/dongles to those families who do not have online access. These were allocated as a priority to Pupil Premium students, with precedence being given to students in Years 11/10, 13/12, 9/8/7. Parents & Carers should contact Assistant Principal, Mrs S Marshall, at [s.marshall@allhallows.org.uk](mailto:s.marshall@allhallows.org.uk) for further information
- Sim cards and advice on how to access increased data from service providers,
- guidance on how to access MS Teams through use of Xbox and Playstations
- onsite ICT specialist support can be sought by contacting [HomeITSupport@allhallows.org.uk](mailto:HomeITSupport@allhallows.org.uk)
- Where online access continues to be a barrier for learning, students will be allocated a place in one of our College learning bubbles
- During a period of Remote Learning, students are advised to contact their class teacher on Show My Homework if they have any subject specific concerns, or their Form Tutor or Year Learning Leader if they have any general concerns. Teachers have a unique email address, which is the initial of their first name, followed by their surname, separated by a dot [@allhallows.org.uk](mailto:@allhallows.org.uk), for example; [m.garvey@allhallows.org.uk](mailto:m.garvey@allhallows.org.uk). A list of our staff can be found here
- Parents & Carers can contact our remote learning co-ordinator Mr P Benbow, at [p.benbow@allhallows.org.uk](mailto:p.benbow@allhallows.org.uk), for support with remote learning

## How will my child be taught remotely?

In addition to live-streamed lessons, we use a combination of the following approaches to teach pupils remotely:

We are mindful of the amount of time students will spend in front of screens, and in addition to live-streamed lessons we will provide a variety of remote teaching approaches

- students are challenged to complete creative and physical tasks e.g. our weekly PE challenges
- recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers)
- commercially available Apps, including Seneca, Kerboodle, Hegarty Maths, Tutor2U, Language Gym
- printed paper packs, produced by teachers (e.g. revision workbooks, worksheets)
- textbooks and reading books that students have at home

## Engagement and feedback

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

- Attendance to all online lessons, and completion of work, is compulsory, and registers are taken
- The expectations and behavior of students working remotely is no less than that we would expect from them when they are in College
- Students will enter a 'lobby' before being admitted to the lesson by their teacher. It is important, therefore, that students sign into their lesson on time, to ensure a prompt start for all learners
- In order to safeguard our students and teachers, students must use their College log-in details. Where a teacher cannot identify the student from their log-in, they will not be admitted to the lesson
- Throughout the lesson, it is an expectation that students engage fully, which includes remaining for the duration of the lesson, answering, and asking questions and completing the work set
- Lessons should not be recorded by students, using third-party recording devices
- Addendums have been added to our Safeguarding & Child Protection and Rewards & Behaviour Policies. We ask that all parents & carers read these and share the expectations with your child



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

Maintaining regular and sustained engagement with remote lessons is essential, therefore:

- students are expected to follow their usual College routines and timetables, which includes registering remotely with their tutor at 8.50 each morning
- this also provides a safeguarding check and an opportunity to support the personal and spiritual development of the students through daily prayer and Wednesday morning assembly
- students are expected attend a fortnightly Business assembly, led by the Year Leader (Blue Thursday) which also provides an opportunity to celebrate student successes and address any common issues arising
- teachers record attendance at all 'live' lessons
- attendance to all online lessons, and completion of work, is compulsory, and registers are taken
- parents & carers are asked to keep College informed if their child is unable to attend lessons due to medical appointment/illness etc and this will be recorded
- a register is taken for all 'live' lessons, and a report is produced twice per week, showing the percentage of lessons attended
- weekly meetings are held between key staff, and contact made with the families of identified students
- students who we have identified as 'vulnerable' through non-attendance will be asked to attend College
- for any students who cannot / is having difficulty attending lessons on a particular day, for a valid reason, parents & carers should contact their child's Form Tutor, who will communicate this to the relevant teachers
- any additional support is identified and provided where possible

The aim is to remove any physical or emotional barriers to engagement and support the students and their families in ensuring students can access their learning remotely. For some students this may be best served by attending the College setting.

## 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 students. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others
- Teachers will continue to monitor progress through ongoing, regular assessment

Specific arrangements for National Lockdown and partial school closure, January 2021:

- Whilst we do not yet know how these grades will be awarded in the Summer, as part of our on-going assessment of all our students, we would like to share with you how we will be gathering evidence related to progress this term, and how this will form part of the Progress Reviews that some year groups are calendared to receive
- **Years 7-9:** As part of our monitoring and reporting process, parents & carers will receive a Progress Review on Friday 12th March. To inform this review, students' progress will be assessed during lessons in the form of on-line tests, quizzes and submitted pieces of work, to name but a few examples. The progress descriptors that will form part of this review will also take into consideration the data that we already have, from September, and will not simply be a result of assessments carried out during this period of National Lockdown
- **Year 10:** Parents & carers will receive a Progress Review on Friday 26th February. In the same way as Years 7-9, students' progress will be assessed during lessons in the form of on-line tests, quizzes and submitted pieces of work, etc, and teachers will also take into consideration the data that we have collected since September
- **Year 11:** This term saw the postponement of Year 11 Mock Examinations. Whilst we have had to put these assessments 'on-hold', we hope to re-schedule them, as and when we receive more information regarding the full re-opening of College. Revision for these re-scheduled exams should also, therefore, be ongoing. Year 11 students will not receive a formal progress report this half-term, but we continue to encourage all students to engage in their 'live' lessons and complete all work that is set
- **Year 12** students, and their parents & carers, will have already received a Progress Review this term, which was based on students' progress and the outcomes of examinations, which were sat before Christmas. We are holding our Parent Consultation Evening on Monday 8th February, and more information about this will be communicated in due course
- **Year 13** students are scheduled to sit Mock Examinations in the week beginning Monday 8th March. We will be in touch at a later date, with regard to these scheduled exams, as we learn more about the re-opening of schools and colleges. We are hopeful, though, that even if these internal examinations are to be put on hold, we will be able to re-schedule them. We continue to encourage all students to engage in their 'live' lessons and complete all work that is set. We have asked Subject Leaders to organise topic tests / small assessments for students, to complete on-line before we break up for February half term

## **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 students, for example 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 & carers to support those pupils in the following ways:

- The College has identified students whose learning would be better supported with regular attendance in College during a period of College closure. These include students with an EHCP, where their learning will be supported by their Key Worker, SENCo and Assistant SENCo
- While students will follow their usual timetable in the main, they will also, where appropriate, have bespoke packages put in place to aid them with their learning
- Where parents choose for their child to work remotely, work will be differentiated and if the student has a key worker, they will regularly check in with the child and family offering support
- Students who are supported in school by our specialist teachers will continue to have this support during remote learning. Small group online learning will be scheduled throughout the week, delivered by our specialist support teachers, which will include some 'live' lessons. Teachers will also be making work packs for some of their students to use whilst they are at home
- Students who need extra support will also have weekly chaperoned, meetings with their Key Workers on 'Teams'
- Students will be encouraged to join their live-streamed Tutor meeting and/or Assembly each day

## Remote education for self-isolating pupils

### If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

If we have to send a whole year bubble home to isolate, students will follow their usual College timetable, and teachers will deliver lessons as outlined above for Local/National Lockdown.

Where individual students need to self-isolate, but the majority of their peer group remain in College, due to the challenges of teaching students both at home and in College:

#### **Students in KS3 (Years 7-9)**

Will follow their usual College timetable. Teachers will set them work daily, which may include Oak Academy, or another more appropriate learning platform. Instructions will be posted on Show My Homework.

#### **Students in KS4/5 (Years 10-13)**

Where appropriate, students will be able to access 'live' lessons through Microsoft Teams. This will mean virtually 'joining' in with the lesson that is taking place in the classroom. Where this is not possible or practical, then alternative work will be set on Show My Homework. This work will be sequenced in line with curriculum and the schemes of work students would be studying if in College. Work will be meaningful and ambitious.

#### **Teachers**

If a teacher is working from home because they are self-isolating (but not tested positive themselves or showing symptoms), they may be able to deliver live-stream lessons for certain classes, with a Cover Supervisor in the classroom, or pre-recorded lessons. Associate staff, particularly TAs, may be asked to support students virtually, by email or TEAMS (with another adult present).