



Salvatorian
College

Remote Education Policy

'Guide me in your truth and teach me, for you are God my Saviour, and my hope is in you all day long.'

Psalm 25:5

Salvatorian College Remote Education Policy and Provision

At Salvatorian College, all pupils will have access to high-quality online education during self-isolation or a period of school closure. The school will employ a range of teaching methods to cater for different learning styles and abilities. Teachers will strive to ensure that lessons are inclusive for all pupils and are adapted where possible to account for pupils with particular needs. If teachers are absent for any reason, we will normally attempt to substitute a teacher so that lessons still go ahead.

This document 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 or if an individual is asked to self-isolate.

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, giving us time to take the necessary action to prepare for a longer period of remote teaching and update pupil timetables.

What should my child expect remote education to provide in the first day or two after being sent home?

Show My Homework (the school's online homework tool) will be used to set homework, for all subjects. These will be added according to the homework timetable in the journals.

If a student is self-isolating while the rest of the students are in school, the vast majority of lessons will be streamed live via *Microsoft Teams* and pupils should log on to participate. When the school is closed for students, students will have a slightly adapted timetable for online lessons using *Microsoft Teams*. Year 7-9 students will have 4 hours a day with additional work on Show My Homework, Year 10 and 11 students will have 3 hours a day with additional work set on Show My Homework.

Following the first few days of remote education, will my child be taught the same curriculum as they would be if they were in school?

We strive to teach the same high-quality curriculum remotely as we would do in school wherever possible and appropriate. However, we have needed to make some adaptations in some subjects. For example, in KS3 (years 7 to 9) students will not have practical lessons of PE due to the practical constraints of teaching online. However, we hope to run extracurricular clubs to facilitate and continue interest in these subjects.

Remote teaching and study time each day

How long will work set by the school 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:

| | |
|-------------------|--|
| Year 7-9 students | <ul style="list-style-type: none"> • 4 hours online lessons per day • 1 hours homework set through <u>Show My Homework</u> |
| Year 10 students | <ul style="list-style-type: none"> • 3 hours online lessons per day • 2 hours homework set through <u>Show My Homework</u> |
| Year 11 students | <ul style="list-style-type: none"> • 3 hours online lessons per day • 3 hours homework set on <u>Show My Homework</u> |

We want to ensure that children have some balance to their lives when they have to learn remotely and want to ensure their safety online and their well-being. We timetable lessons so that there are pauses to enable pupils to take a break and stretch their legs. Taking exercise each day is advisable although pupils must resist the temptation to meet up with friends. Too much screen-time is to be avoided and we are mindful of workload pressures on both students and staff.

Accessing remote education

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

Online lessons – *Microsoft Teams*

Homework (provision and submission) – Show My Homework

Lesson and Homework resources – MathsWatch, Seneca, Kerboodle Online textbooks, Oak National Academy, 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:

All students will be contacted within the first week of an extended closure of school and will be asked if they are able to access the online platforms. Help will be offered with log-in information and with any connectivity issues.

Any families that have no access to Internet accessing devices or an internet connection will be added to a list. These families will be contacted, and devices loaned out in order of need. Printed work packs may be sent home as a short-term replacement for online access. Students who live nearby and have no access to online platforms or who are experiencing difficulties may be asked to come in to school to use school equipment, depending on local and national restrictions.

Salvatorian College has a limited number of devices that we can offer on a short-term loan basis. However, we are committed to providing the support that children need to get online. If a device or internet dongle is needed, contact the school on it@salvatorian.harrow.sch.uk. You will be asked to sign a loan agreement for a set amount of time.

Engagement and feedback

What are your expectations for pupil engagement and the support that we as parents and carers should provide at home?

High expectations are set that pupils will engage with online learning every day; they should attend all online lessons, complete and submit all pieces of work set on Show My Homework.

Parental support is crucial in ensuring that your child/children complete the work given. Please ensure that they have somewhere suitable to work and to write. Monitoring their activity will help to ensure their focus, well-being and their online safety. Please remind your children to keep their personal data secure. You may also need to contact us with any queries.

For general queries use: admin@salvatorian.harrow.sch.uk

For specific IT queries including log-in information use:
it@salvatorian.harrow.sch.uk

We are aware of the pressures remote learning places on parents/carers with balancing home learning with working from home. We are grateful to parents for their support in helping their child in whatever way they can to complete the work set.

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

A register is taken for every lesson and we keep a record of non-engagement on our tracker.

Students will be asked to submit work over Show My Homework. Parents of students that have low completion rates of work will be contacted to make them aware of our concerns. Students are expected to attend all lessons. Parents will also be contacted if students fail to attend or are continually late to online lessons. In the event that students fail to engage with online provision, they may be asked to attend school.

Our Behaviour Policy, and expectations as to exemplary behaviour and engagement, continues to apply when remote learning is in operation.

Teachers and staff will continue to reward students using Epraise and by sending electronic postcards home, and each week the names of a group of pupils making exceptional progress or effort will be published in the Head of School's weekly bulletin.

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:

During lessons, teachers will use a range of formative assessment techniques in order to assess the learning of students. These will include questioning of students, allowing them to respond verbally over their microphone or using the 'chat' function in *Microsoft Teams*, quizzes using Microsoft forms and other applications, direct assessment of work using Class Notebook and other developing forms of assessment.

Students should expect to receive one piece of assessed work every two to three weeks with feedback that may include diagnostic comments on how they can improve. Whole class feedback is provided weekly in lessons.

In a longer period of school closure, students will sit assessments at the end of each half-term. The assessment will be set over Show My Homework and a time allocated for submission. These will be marked and feedback provided to the student.

Additional support for pupils with particular needs

We recognise that some pupils, for example those with special educational needs and/or disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the challenges this may place on families, and we will work with parents and carers to provide the necessary support.

How will you work with me to help my child who needs additional support from adults at home to access remote education?

Students with SEND will be allocated a member of our Additional Needs team who will contact their particular students at regular intervals in order to check that they have no problems in accessing online resources and lessons, feedback on online lessons and clarify anything that was missed during those lessons, provide instruction as to any work that is due and check on their general well-being.

Students may have support staff in online lessons with them to provide a reassuring presence and so that they can consolidate afterwards what was learnt in the lessons.

If you would like to discuss this further, please contact our SENCO Mrs Goursaud or the deputy SENCO Mrs Kilroy at admin@salvatorian.harrow.sch.uk

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 self-isolating, students will be set work on ShowMyHomework according to the homework timetable. They will also have the vast majority of lessons streamed live via *Microsoft Teams*. Students will receive a phone call each week to ensure that they can access lessons and online work and about their welfare.

Named Teacher in charge of Remote Learning: Daniel Evans

Designated Safeguarding Lead: Daniel Cooper

Date of Policy: 25/01/2021 Awaiting Governor Ratification