

4th January 2021

Remote Learning Plans

Dear Parent/Carer

As we enter a period of school closure, the Academy has put a number of arrangements in place to ensure that your child's learning can continue throughout this time in a 'seamless' manner. The key source of learning will take place using the Academy's online learning platform, Google Classroom. However, alternative arrangements will be made for students for whom online learning is not suitable and face to face sessions/supervised remote learning will take place within Year Group 'Bubbles' for the children of Key Workers, for those who have been deemed as 'vulnerable' and for those students who choose not to opt in to the academy's remote provision.

Our Remote Learning Plan

Our remote learning plan has been adapted in response to the recent DfE guidance and, also as a result of feedback from our students, parents and carers. A summary of our remote learning plan is below, but in essence, over the next two weeks, we will be moving to a process of live lessons using video conferencing software. All learning tasks and video lesson links will be shared on individual subject Google Classroom streams. Core PE, Transition sessions, Student Wellbeing lessons and intervention sessions will be exempt from providing live lessons.

For **Key Stage 4** (Year 10 and Year 11), teachers will be delivering live 40-45 minute lessons in line with their regular teaching timetable. This means that your child will be able to access a 'live' zoom-style lesson being taught by their subject teacher, in accordance with their usual timetable. For example, if your child has English during Period 1 on a Tuesday, they will be able to access their English 'live' lesson, via Zoom, at the time in which their lesson would usually start.

For **Key Stage 3** (Year 7, Year 8 and Year 9), the learning will be rotated between independent tasks, pre-recorded video lessons (uploaded to your child's Google Classroom stream) and live Zoom lessons during Week 1, but there will be a move to a fully 'live' timetable from Week 2 onwards, with the exemptions stated above.

As your child will access all live lesson links, instructions for learning tasks and resources for their learning via Google Classroom, they will require their Google Classroom username and password to access their online learning. If your child is unable to access their Google Classroom account, please contact the academy's office as a matter of urgency. **Please note that attendance to 'live' lessons is compulsory for our students and should students choose to opt out of this provision, they will be expected to attend the academy for supervised remote learning on the academy site.**

It is expected that your child accesses their Google Classroom account at 8:30am each day, to ensure that they have the live lesson links and are ready to start their live lesson learning journey at 8:55am

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each day. All independent learning tasks should be uploaded onto Google Classroom and feedback will be provided.

The use of Google Classroom for communication is for learning purposes only between staff and pupils and ensures the safety of all users. As ever, we would ask for your continued support in ensuring that all students conduct themselves in a respectful and attentive manner at all times, in line with the agreement which was sent home during the autumn term – which is also enclosed below for your reference. For safeguarding and monitoring purposes, please be mindful that live lessons will be recorded.

Our staff team will continue to provide support to your child and family where we can during this challenging period and we will be on hand to respond to any queries that you may have. If you are struggling to support your child with online learning, as a result of a lack of devices or internet access, please let us know as we may be able to provide some solutions.

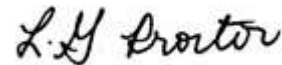
This is undoubtedly a difficult time for all families and staff in school. We are genuinely very sad to think that we will not see your children in school over the coming week(s).

As a staff, we hope that our students and their families stay well and healthy in these challenging and uncertain times. I will send further communication out tomorrow to update families around our plans for lateral flow testing for Covid-19.

Thank you for your continued support and understanding.

J Richmond

Mrs J Richmond
Director of School Improvement (Secondary)



Miss L Proctor
Principal

Remote Learning – Acceptable Use Agreement

Expectations for Parents/Carers

While my child is taking part in remote learning I agree to:

- Ensure my child is dressed appropriately, with no offensive slogans. This can help them be ready for learning.

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- Supervise appropriately.
- Support my child to ideally be able to complete their lesson in a room where they can concentrate without distractions. They will need their device, a table and chair, and their usual school materials (pen, pencil, subject materials, notebook, calculator etc.)
- Minimise background noise and be aware that it can be picked up on my child's microphone.
- Ensure my child understands that recording of or screenshotting of the sessions in any way is prohibited.

Expectations for Students

While I am taking part in remote learning, I agree to:

- Get ready to work – look smart
- Let people in my household know I am going online to learn
- Try and find somewhere quiet where I can concentrate on my learning
- Log in using my username and password. If using my own device, I will also need my class code
- Before my lesson starts, ensure my microphone is muted and that my camera is turned on
- Turn on my microphone, at the request of my teacher
- Listen carefully to my teacher, so that I know what to do
- Work hard and remember to respect the efforts of others taking part in the lesson
- If I have a question for my teacher, or I need support, use the hands up/chat function to let them know
- Remember our high expectations: students should follow our expectations for learning throughout each lesson
- Never record or screen-shot a lesson
- Complete all tasks inside the time parameters given by the teacher

Safeguarding and monitoring the use of Academy Laptops

Where students have been allocated an Academy laptop, this has been set up to use our Academy filtering and monitoring systems. This will ensure we meet our legal requirements and more importantly that our students are safeguarded online. Our filtering and monitoring systems will ensure:

- Students cannot access inappropriate material online
- All usage is monitored and risks reported to the academy Designated Safeguarding Lead (DSL) and Principal. Where necessary intervention and support will take place.

All actions carried out on an Academy laptop are monitored. Should the academy become aware of an online safety incident, appropriate actions will be taken in accordance with the Safeguarding Policy and the Online Safety Policy.

Where the DSL has reoccurring evidence that a student has displayed behaviours that would put them at risk both online and in the community, issuing a laptop may be declined.

Where safeguarding concerns are raised whilst a student is on their laptop and a member of staff is made aware of this through our filtering system, regardless of time of day, appropriate action will be taken.

Inappropriate use – further actions

Should the academy become aware of any inappropriate use of the laptop then the following actions may be taken:

- Removal of laptop from the student
- Remotely locking and / or wiping of the laptop
- Reporting to the Police and / or Child and Adult services