



Felsted

Felsted at Home '21

Spring Term 2021

Felsted Senior School - Guide for Parents

Introduction

Felsted is a school that develops the character of every student, to help to prepare them for life beyond school. All pupils should have an experience that includes a better understanding of their place in the world, and their responsibility to the environment in which they live. Felsted is an educational community whose philosophy embraces a breadth of challenges and there could be no greater challenge than trying to maintain our vision for the education of our pupils through remote channels during this difficult time.

We have all learnt from our previous experiences of Online Learning and Teaching and have considered carefully what we feel is the best approach to ensure our pupils make good academic progress while they are working remotely, to put them in a strong position for when they return to school. We want to maintain the structure of the normal school week and so academic lessons, as well as co-curricular provision, will follow the normal timetable, however we are increasing their contact with tutors so that pupils meet their tutor group each morning with a live Google Meet. We know how important routine and regular interaction with their peers and teachers are for young people. Finally, we plan for lessons to be 'live' as much as is possible so that pupils can receive immediate feedback or answers to their questions.

Our core values are our strong sense of community, our respect for one another and our willingness to work hard. These will, of course, remain during this second period of Remote Learning, Felsted At Home '21. The supportive environment that we associate with Felsted is still very much available to all pupils, through the pastoral care of the House Teams, and the support of the Wellbeing team, and our work with the Google Education Suite should enable all pupils to feel that they can make the best possible progress.

Stay in touch, stay safe and well and Garde ta Foy!

Sarah Capewell (Deputy Head, Academic)

Chris Townsend (Headmaster)

Summary

1. Lessons will run according to the MIS timetable:

- Lessons will be 50 minutes (not 55) to allow for a 10 minute break, and we encourage pupils to use this break to move away from their desk (and computer). The exception to this is the lessons on Thursday afternoon, which are already slightly shorter: these lessons will become 45 minutes
- Period 4 will not be shortened (as can be the case for younger year groups when in school to allow for staggered lunch), and should also be 50 minutes
- Lessons will start on time and end 5 mins earlier than normal
- Pupils working in other timezones should consult their HM on timetable matters
- Assignments for the lesson will be set a deadline for the end of the school day for those in the UK, and within 24 hrs for those working internationally. This is to allow for any issues that may prevent pupils from completing the work straightaway, for example access to the internet
- Registers will be taken at the start of the lesson using the MIS class registration

2. Lessons will run 'live' wherever possible:

- Pupils should log into lesson through Google Classroom 'Meet' function (the link is provided within each class' Google Classroom) at the start of each lesson
- Pupils should keep cameras turned on throughout the lesson, with microphones on mute unless asked to speak by the teacher
- Lessons will start with a register and starter activity
- Pupils can be asked to work independently for the majority of lesson, with teachers on hand to answer questions, give guidance or give feedback

3. Lessons will be recorded as they happen:

- Lessons will be recorded by the teacher and uploaded to the lesson's section in the Google Classroom to allow pupils to re-watch explanations
- This enables those in other timezones, as well as less confident learners, to go back over key explanations and modeling at the start of the lesson
- These recordings will be uploaded to the appropriate Google Classroom by the end of the working day

4. Feedback and communication:

- Teachers will use the smiley face system to provide brief feedback, especially on engagement, as regularly as they can
- Teachers will be monitoring pupils' work within the Google Classroom, but they will not be able to mark every assignment set within every lesson. They will provide written feedback on at least one task/assignment every two weeks: the number and amount will depend on the age group and number of lessons per week

5. Assessment:

- We await further guidance from the UK government on the replacement to the UK exams system. For pupils who were expecting to take GCSEs or A Levels in the summer, we will update you as soon as we are able
- The Mock exams that were planned for Upper Sixth IB and A Level students will be postponed until we are able to assess them on site
- We expect pupils to remain focused on their academic progress. We will continue to assess them in a way that supports progress and academic rigour.

Pastoral Support

We see the role of the tutor as instrumental in the general wellbeing of our pupils and have increased its status for this reason, with tutors meeting tutees every morning at 8:30am in order to have a positive and purposeful start to the academic day, including social interaction with their peers.

Tutors will continue to review the MIS rewards system, encouraging and acknowledging the efforts that their tutees are making, as well as supporting them with daily organisation and prioritisation of tasks. Tutors can also help to address more general problems, or if they are unable to directly help, ensure that pupils are able to get the support they need from another member of staff such as their Housemaster/mistress and the Wellbeing Centre staff.

As usual, Housemasters/mistresses will continue to be responsible for the oversight of pastoral care for the pupils and will be conducting regular House Assemblies to maintain the sense of house community, identity and culture.

SfL Support

SfL lessons will continue to be provided to pupils as part of their normal timetable. For pupils in Years 9-11, this means that they will have timetabled lessons in their usual small groups and their teachers will confirm how they will join the Google Meets for these lessons. For pupils in the Sixth Form, they will continue to have their one-to-one lessons with their SfL teacher: these lessons will be recorded for safeguarding purposes.

Learning Space

It is important that children have an appropriate space at home to complete their learning. We would suggest designating a space, separate from where they eat, sleep, socialise and relax. This space should include a flat, hard surface for them to work on, have a reliable internet connection and, as far as possible, be quiet, well lit and without distractions.



All Round Education

Felsted provides an all round education and this will continue during this period of remote learning. As we are following the normal timetable, we will continue to run sport, drama, music, and co-curricular activities at their usual times. Students will be set weekly challenges and tasks with flexible options to allow them to make use of the resources they have available.

Staff will monitor students' engagement and progress with students being asked to demonstrate outcomes via the uploading of various materials to their allocated Google Classrooms - so please do remind them to keep track of their efforts along the way. Students should continue to use their Felsted Diploma journals to log their activities and experiences and reflect on these; tutors will continue to monitor these as usual.

Our three main training sessions will remain on the timetable this half term and we hope that students will be able to make use of these daylight hours to undertake exercise - benefiting their mental as well as physical health.

Sport challenges will be released each Tuesday and students will be allocated to a group and check in at the start of the training sessions with a member of staff to discuss their options and progress.



Peripatetic Music and LAMDA lessons

Instrumental lessons (with peripatetic music teachers) and LAMDA lessons will continue to take place through Google Meet. Lesson times will be published on your child's MIS timetables as usual and they will receive details for the Google Meet call from their teacher. All lessons will be recorded for Safeguarding purposes and your child's teacher will start the recording at the beginning of each lesson.

For younger children, we recommend that it would be highly beneficial for you to be present at the beginning of the lesson to help them login and set up to allow a smooth start to lessons. We would also encourage you to continue to play an active role in supporting your child during their lesson and with their ongoing practice.



