

Provision of Remote Education at Lynch Hill Enterprise Academy 2020-21

Information for parents

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education where national or local restrictions require entire cohorts (or bubbles) to remain at home.

For details of what to expect where individual pupils are self-isolating, please see the final section of this page.

1. The remote curriculum: what is taught to pupils at home

At Lynch Hill Enterprise Academy our aim is to follow the intended curriculum whether students are in school, studying from home, or a combination of the two. As part of a blended learning approach students are provided with video teaching sessions that follow the curriculum. These may be live or pre-recorded.

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

Our main remote education platforms are **Show My Homework** (satchelone.com) and **Microsoft Teams**. All students and teachers have received training in these, and so lessons will continue immediately by posting learning activities on Show My Homework and calendared live teaching sessions using MS Teams. Students can access Teams using the dedicated app (available for all devices) or can sign in to www.office.com using their school email address (username@lhea.org.uk) and password.

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 deliver the same curriculum remotely as we do in school wherever possible and appropriate. However, we have needed to make some adaptations in some subjects. For example, in PE lessons, students may be set a series of challenges to develop their personal fitness. In practical subjects such as music, art or drama, work set may be a combination of practical work (where possible) and theory work.

2. Remote teaching and study time each day

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

We expect that students' remote education (including remote teaching and independent work) will take students 5 hours to complete each day – in both Key Stages 3 and 4. This is in line with the number of lessons they would normally have in school. All **live sessions** will be scheduled in Teams by 4pm the previous day. We use the following timetable:

- Period 1 – 9.00 to 10.00
- Period 2 – 10.00 to 11.00
- Period 3 – 11.30 to 12.30
- Period 4 – 12.30 to 1.30
- Period 5 – 2.00 to 3.00

3. Accessing remote education

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

Students are expected to log into their Show My Homework account to find out information about each subject's tasks and deadlines (satchelone.com). Dependent upon the task set, students may be further directed to other online platforms such as:

- Microsoft Teams (www.office.com)
- MyMaths (mymaths.co.uk)
- Kerboodle (kerboodle.com)
- The Oak National Academy (thenational.academy)
- BBC Lockdown Learning (bbc.co.uk/bitesize)
- GCSEPod (gcsepod.com)

Students access all Microsoft applications through www.office.com. They are also able to download all Microsoft applications to different devices for free. It is important that students regularly check their email (Outlook) in order to get notifications for live teaching sessions and additional notices from teachers. When students sign on to Microsoft Teams they will see that they are added to a separate team for each class/subject. Clicking on the Team will take them into the class area. Live teaching sessions are scheduled as 'meetings' in the calendar. Students may also be directed to any pre-recorded lessons or the Oak National Academy site.

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. We take the following approaches to support those students to access remote education:

- If there is an issue with access to a device to complete remote education, please let us know immediately by emailing remoteteaching@lhea.org.uk
- We will do everything we can to support remote education and have a number of devices that we may be able to loan as well as helping to resolve any issues with connecting to the internet
- We recognise that some students may only be able to take part in lessons on a device with a small screen, such as a mobile phone. We are happy for students to complete any work set on paper instead of on a computer if needed.
- Should you require access to printed copies of lesson resources please let us know by emailing office@lhea.org.uk and we will arrange this.
- If students are completing remote education on paper rather than a computer they can always upload a photo of their work. Where this is not possible, we will work with you to find a solution.

How will my child be taught remotely?

We use a combination of the following approaches to teach students remotely:

When teaching students remotely, we:

- provide frequent, clear video explanations of new content, delivered by a teacher or through high-quality curriculum resources or videos such as narrated PowerPoints.
- set assignments so that students have meaningful and ambitious work each day in a number of different subjects.

- teach a planned and well-sequenced curriculum so that knowledge and skills are built incrementally, with a good level of clarity about what is intended to be taught and practised in each subject.
- gauge how well students are progressing through the curriculum, using questions and other suitable tasks and set a clear expectation on how regularly teachers will check work.
- enable teachers to adjust the pace or difficulty of what is being taught in response to questions or assessments, including, where necessary, revising material or simplifying explanations to ensure students' understanding.
- plan a programme that is of equivalent length to the core teaching students would receive in school, ideally including daily contact with teachers.

We consider these expectations in relation to the students' age, stage of development or special educational needs, for example where this would place significant demands on parents' help or support. We will avoid and will not set long-term projects or internet research activities.

Video lessons

Our blended approach includes live teaching sessions and other high quality resources such as video lessons to help deliver the best balance of effective teaching, flexibility for teachers and attentiveness from students. Pre-recorded video lessons may be incorporated into a learning sequence to ensure that explanations are clear and effective.

What happens if my child's teacher is unwell?

If a member of teaching staff is unwell and is not able to provide remote education, your child may be added to a new MS Class Team in order to join a different live teaching session or alternative work may be supplied. Ultimately the aim is to ensure that teaching continues in the most effective way possible until the teacher is able to resume teaching. Where a teacher is unwell, we may use video lessons provided by Oak National Academy to support student explanations. These cover the entire national curriculum and are available to all schools for free. These have been developed in partnership with a wide group of teachers and school leaders to develop lessons that match the curriculum being taught in school.

4. Engagement and feedback

We expect all students to engage with remote education as soon as it is required. Students must arrive on time for all live teaching sessions. Each student's tutor will email their tutee each week to check for issues relating to online learning and welfare. A reply will be expected within 48 hours. In addition, the tutor will also make a telephone call fortnightly and discuss the student's general well-being and remote learning experience, helping to troubleshoot any issues.

We need the support of parents/carers to ensure students follow the routines of completing school work at the right times and that they are provided with a space they can work without distraction. Where this is not possible, please let the school know and we will do what we can to help. Please reinforce clear boundaries with your child during their remote education, such as not allowing them to use their mobile phones (unless being used for the lesson).

It is a good idea to ensure that at least 20 minutes per day is spent exercising - the Joe Wicks 20-minute workout that is freely available on YouTube could perhaps be completed as a family.

After all school work has been completed, the rest of the day should be spent participating in activities that are enjoyable in order to unwind and relax.

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

Student engagement with remote learning is monitored daily. A register is taken for every live teaching session and logging on information for Show My Homework is closely analysed. Where students are not engaging, this will initially be followed up with contact home to try and resolve any potential issues.

Where students attend live teaching sessions but there are concerns with the quality or quantity of other work being completed, the individual teachers will make contact with home.

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. Our approach to feeding back on student work is as follows:

- Teachers may deliver a live teaching session through Microsoft Teams that may last from 10 to 15 minutes up to 45 minutes and then set work to be completed for the remainder of the timetabled lesson. This work may be handed in electronically using the assignments function in Teams or teachers may ask students to upload it to Show My Homework or to email it to them.
- With assignments submitted through Teams, there is a feedback function built into the platform, where teachers can mark or comment on student work.
- Teachers are not expected to mark every piece of work in depth, but they will be checking work and addressing any errors or misconceptions with students in the lessons that follow.
- Teachers may use quizzes through online forms to assess student understanding. This provides instant student feedback and scores are recorded so that teachers can address common mistakes in future lessons.

5. 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 and carers to support those students. Please contact our SEND Co-Ordinator, Michelle Chalibamba (m.chalibamba@lhea.org.uk), with any specific queries.

6. 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?

Teachers will post all lesson resources and activities such as PowerPoints to the Class Team so that students who are self-isolating still have access to the curriculum. Many of the subjects also direct students to video lessons provided by Oak National Academy that match the curriculum we teach in school.

Students who are self-isolating should also email their teachers to let them know of the self-isolation. The teacher will then be able to support with specific lesson resources sent by email. Where possible they may also be able to add the student to the lesson through Microsoft Teams, although please understand that this will not always be possible or appropriate.

Whether a student is physically in school (key worker/vulnerable child) or studying from home, there will be no difference in the work set by the teacher as students from home will be either accessing the 'live lesson' via MS Teams or completing tasks contained within Show My Homework or Class Teams.