Success for all through Achievement, Challenge and Enjoyment

Families' Remote Learning Guide - January 2021

Success for All through Achievement, Challenge & Enjoyment

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Introduction: Our aims for remote learning

We aim to provide a remote learning experience that allows our students make similar progress to that if they were physically in school. Where this is not the case, we aim to support families by having a clear picture of our students' engagement levels and the interventions they receive.

Year Group Expectations

All of our students will experience some live lessons in each of their subjects, alongside a live form time each morning. We believe that live interaction (albeit virtually) will help to promote both engagement and relationships that have been forged over the past few months. Other assignments and tasks will be provided on Google Classroom so that we can continue to fulfil our full curriculum offer for your child's Year Group.

The minimum expectations for live lessons per year group can be seen below:

Year Group	Live lesson offer	Other work and tasks
7, 8, 9	One live lesson per week per subject	Other work not delivered through live lessons to be delivered through Google Classroom tasks
10 & 12	Two live lessons per week per subject	Other work not delivered through live lessons to be delivered through Google Classroom tasks
11 & 13	Every lesson to begin live	Other work not delivered through live lessons to be delivered through Google Classroom tasks

The Government has set a requirement for students in Key Stages 3 and 4 to experience remote learning that equates to 5 hours per day, which through the methods above, we believe we will meet comfortably in all Year Groups.

If you have concerns regarding the amount or quality of work your child is receiving, please contact their Form Tutor in the first instance.

Lessons - what to expect

Teaching and learning online is a very different experience to having students present in a classroom setting. Being in school provides a level playing field in terms of access to resources and time available for study. We have tried to be flexible in our approach, so that all members of our community can access the work we set. Below, we will look at the expectations we have for both live lessons and the setting of work in Google Classroom:

Live Lessons

You should use the code that is published on the Google Meet timetables. When accessing a class or activity in Google Meet or Zoom, there is no expectation that the live interaction lasts for a full hour. The amount of work to be completed, including the live instruction from the teacher, should be an hour's worth. The teacher will take the register on Go4Schools so that attendance and engagement in learning can be tracked. When a lesson is delivered live, there is no expectation for the work to be posted on the Google Classroom beforehand, as the teacher may wish to discuss and explain it first, before asking students to complete tasks.

Google Classroom assigned tasks

Where lessons are not delivered live, you should expect the work for the day to be accessible in Google Classroom from 8.30am. The work should be easily understood with clear guidance about what the students should do and when it is to be completed by. The work should take a minimum of 45 minutes to complete and we expect it to be accessible to your children. The work may prove challenging, and we encourage this, but it shouldn't be unachievable. In many cases, challenge tasks or extension tasks will also be set so that students can further extend their learning if necessary.

Deadlines

When setting deadlines, we ask our teachers to be mindful of students' other commitments that they have throughout the day. For maximum flexibility, we encourage deadlines to be set for 3.30pm on the day that they would like the work to be completed on.

There is no expectation that work is collected for every lesson (for example, a project or piece of work that would take more than an hour, is set) but teachers will need to be able to judge a student's engagement with the work set on a weekly basis.

Assessment and tracking of engagement

Assessment and feedback will not be provided for every piece of work submitted - this is unattainable. However, we have asked our teachers to follow their current assessment schedules and your children will be informed of when a piece of work is to be assessed and when they will receive feedback.

On a weekly basis, teachers will input on Go4Schools either a reward or a behaviour concern based upon the students' engagement with work during the week.

Positive contributions and engagement will be rewarded through the awarding of HP points.

Where a student doesn't meet the expectations set for completing work or engaging in lessons, RL points will be given. There are two different remote learning codes:

RL1 - Failure to comply with some remote learning without a valid reason

RL2 - Failure to comply with any remote learning without a valid reason

Our pastoral team will monitor those students who are failing to engage and ensure the right support is provided to them to ensure that they continue with their education as best as they can.

Form Time - what to expect

Every morning, students will start the day with a live Google Meet with their Form Tutor at 8.35am. During this time, the Form Tutor will:

- take the register
- inform students of the lessons they have that day (live vs classroom based)
- inform students of any teachers who will not be available for live lessons as they are working in the Small School provision
- Follow the school's pastoral programme as set by the head of year

Checking in

As part of our commitment to maintaining excellent home-school relationships and communication, we are asking Form Tutors to contact their tutees at home once weekly via email or telephone to check-in and offer support.

Alongside this, we will be asking students to complete a Google Form daily, to highlight to the school how they are feeling, with an option for them to request a contact if they feel they need it. This will take seconds but we strongly encourage you to ensure your child does this so that we can gauge student wellbeing.

Pastoral Programme

As well as being a great way to check engagement and attendance and see a familiar face each morning, our form times are also part of our pastoral education programme. Moving forwards, you should expect your child to attend assemblies and other activities during this time.

Who to contact if you need support

We remain, as ever, here for our students. If they have any worries or concerns, they should contact their Form Tutor.

For more significant issues, we remind you of the three key email addresses:

safeguarding@buckinghamschool.org

antibullying@buckinghamschool.org

studentfirst@buckinghamschool.org

Small School provision (for key-worker and vulnerable students)

Our Small School is open for students whose parents are key-workers and those who are deemed vulnerable, where they are unable to remain at home. In line with guidance, parents are encouraged to keep children at home if they can.

Small School provision
The Small School is staffed by both teachers and support staff on a rota basis. It has been designed to match the school's remote learning provision so students will be provided with digital devices in order to access their live lessons and Google Classroom.

Being that we are in the midst of a lockdown, we expect behaviour to be exemplary at all times. Our Behaviour Policy remains in place.

If you have any questions regarding our Small School provision, please contact:
mwardle@buckinghamschool.org

Remote Learning - our preferred methods of delivery

The main Websites and Apps that we use across our curriculum areas (but not limited to):

1. Google Classroom

Google Classroom is the first point of contact. On here, teachers will post the day's lesson and if needed, will direct you from here to another website or online resource. *Please contact your child's form tutor if you need help accessing Google Classroom*

2. Google Meet

The majority of our lessons (where the expected audience is less than 100) will be conducted on Google Meet. You should make reference to the Google Meet timetables to see when your child's live lessons are and also the code to access the meeting. All Google Meet timetables are accessible here:
https://www.buckinghamschool.org/page/?title=Distance+Learning+Resources&pid=304

3. Zoom

Where our intended audience is larger than 100 participants (for example, assemblies), we will use Zoom. Zoom is an online video-conferencing application that reaches a wider audience than Google Meet.

4. GCSEPod

GCSEPod is an online resource containing thousands of videos and quizzes linked directly to exam content. Year 10 and 11 pupils have already activated their account and set usernames and passwords for this resource. For ways to support your child with GCSEPod, please follow this link:
https://www.gcsepod.com/parent-resources/

5. Seneca Learning

Seneca Learning is the UK's fastest growing revision platform that is free to use for teachers, parents and students. It has programmes of study from Key Stage 2 to Key Stage 5, based on examination board courses.

6. Oak National Academy

Oak National Academy provides free video lessons, slides and worksheets to support teachers, as they support their pupils - both for remote learning if at home or in the classroom.

7. BBC Bitesize

Bitesize is the BBC's free online study support resource for school-age pupils in the United Kingdom. It is designed to aid pupils in both schoolwork and, for older pupils, preparation for exams.

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REMOTE EDUCATION
10 TOP TIPS FOR PARENTS

Remote education ensures continuous learning outside the classroom. For parents and carers, remote education isn't always straightforward and there can be a number of factors they need to consider, especially around ensuring their children feel comfortable and are familiar with the whole concept. That's why we've created this guide to help parents and carers support their child in getting the most out of their remote education experience.

1. TAKE AN ACTIVE INTEREST IN YOUR CHILD'S LEARNING

As a parent or carer, your school may have explained how remote education works already, but children may still need help. Take an active interest in their learning and help support them whenever they need a helping hand.

2. MONITOR YOUR CHILD'S COMMUNICATION AND ONLINE ACTIVITY

It's important to remind your child that despite being at home, the same level of behaviour and conduct exists as if they were at school. Encourage them to remain polite, remember their manners and not to post or send any negative comments just because they are behind a computer.

3. ESTABLISH A DAILY SCHEDULE AND ROUTINE

Working from home and trying to learn in a more casual setting that children might associate more with play and a degree of freedom might take a bit of getting used to. Try to stick to a daily routine and use the timetable/schedule that schools have sent home to help children keep on top of their daily learning.

4. ENCOURAGE SCREEN BREAKS AND PHYSICAL ACTIVITY AWAY FROM DEVICES

Remote learning will inevitably require more interaction with computers, laptops and tablets. Teachers will invariably advise on screen breaks: however, it doesn't hurt to keep a check on their time online or encourage them to get some fresh air/exercise.

5. ENSURE YOUR LEARNING DEVICE IS IN PUBLIC SPACE IN THE HOME

It's important to consider where your PC or laptop is placed if live video is being used. Try to keep the background neutral, with no personal information visible and move learning devices out of the bedroom as this could be deemed inappropriate.

6. IMPLEMENT SAFETY CONTROLS AND PRIVACY RESTRICTIONS ON APPS AND SOFTWARE

Dependant on how your school implements remote education, your child may be required to download certain software or apps. Whilst these are likely to be relatively safe to use, like any other new app or platform, parents should still implement safety controls as a precaution.

7. ENSURE YOUR CHILD ONLY USES OFFICIAL SCHOOL COMMUNICATION CHANNELS

It's important that all communication with teachers and school staff is directed through approved school channels, whether that be through the school's online portal or the relevant secure messaging site.

8. FAMILIARISE YOURSELF WITH RELEVANT SCHOOL POLICIES

Schools should have a policy on remote education that they can share with parents. Familiarise yourself with this and ensure you know what is expected of teachers and your child during lessons, both online and offline.

9. MAINTAIN FEEDBACK WITH TEACHERS

Engage in communication with teachers where possible, and try to feed back progress and development as well as any helpful suggestions around the learning process. Be transparent but remain professional and only use official channels to communicate.

10. MONITOR YOUR CHILD'S WELLBEING AND MENTAL HEALTH

Remote education will likely mean that your child won't get the same level of social interaction and might not see their friends for a while. Keep a check on their wellbeing and try to encourage them to get out as much as they can. Whilst learning from home might seem fun and exciting to start to with, missing out on seeing their friends every day might take its toll.