

Remote Provision at
Landau Forte
QEMs/Sixth Form
January 2021

Remote education provision: 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 if local restrictions require entire cohorts (or bubbles) to remain at home.

. Guides on accessing Show My Homework and Microsoft Teams can be found on our websites:

QEMS <https://fatq.org.uk/curriculum/remote-learning/>

Sixth Form <https://fatsf.org.uk/students/remote-learning/>

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

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, while we take all necessary actions to prepare for a longer period of remote teaching.

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

In the event of a full closure students will immediately move to live teaching on Microsoft Teams.

In a single year group/cohort are affected, for the first day or two it may be necessary for work to be set on Show My Homework which your child will then work through. This is to allow setting up of equipment and other facilities to allow live learning to take place. It is also possible that your child's teachers may communicate through the Microsoft Teams platform too so they need to access both.

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 teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we have needed to make some adaptations in some instances:

- If the academy is partially closed to some year groups it may be necessary to change lesson/break times slightly- information will be sent to parents in additional communication
- If a year group is on a rota system (two weeks in school, two weeks off school) an alternative timetable may be created. This would mean all students in the year are taught the same subject, at the same time. If this is the case this timetable would be shared with students and parents
- Practical subjects such as PE and DT will still provide work however it won't necessarily reflect the type of work students would complete onsite

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 remote education (including remote teaching and independent work) will take pupils broadly the following number of hours each day:

QEMS	Tutorial- 8.30-8.55am Lesson 1- 9.05am-11.55am (30 minute break) Lesson 2- 12.05pm-3pm (30 minute lunch)
Sixth Form	Tutorial- 8.30-8.55am Lesson 1- 9.05am-11.55am* (30 minute break) Lesson 2- 12.05pm-3pm* (30 minute lunch) *Sixth Form students will attend lessons/complete work according to their onsite timetable so if they do not have a lesson they are not required for that session.

Accessing remote education

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

Our remote learning is provided through 2 main platforms:

Show My Homework: this is where work is set and details regarding live lessons can be found. Help on how to access SMHK will accompany this letter.

Microsoft Teams: this is where live lessons are accessed via the students' class pages and where assignments are set/ returned to the teachers. Microsoft Teams can be accessed via the Chrome web browser. Go to <https://www.office.com>. To log on, students use their email address (not just the user name) and password they use to login at school.

If you have issues with home learning please do contact your child's head of year.

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:

- If your child does not have access to a device please contact the academy via our 'post' email address so that we can make arrangements to support
- This may be in the form of borrowing laptops/ other devices or being provided with workbooks

How will my child be taught remotely?

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

- live teaching (online lessons)
- recorded teaching (lessons might be located on Microsoft Teams or our YouTube channels)
- printed paper packs produced by teachers (e.g. workbooks, worksheets)
- textbooks and reading books pupils have at home
- websites supporting the teaching of specific subjects or areas, such as GCSE Pod, Seneca
- long-term project work and/or internet research activities

Engagement and feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

- Students are expected to access Show My Homework and Microsoft Teams on a daily basis
- If live lessons are taking place, students are expected to join and engage with the learning
- Tasks set by teachers should be completed according to the deadlines set by the teachers

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

- Students will complete low stakes assessments/quizzes online so learning can be checked
- Attendance to live lessons will be recorded on our registers so absence will follow normal procedures for reporting and monitoring
- Teachers will report absences if they have tried to make contact and no improvement is noted
- Heads of Year will be monitoring attendance reports and if a child is not engaging, they will contact parents directly

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:

- Low stakes quizzes/assessments will be set on SMHK/Microsoft Teams or the subject-specific website
- Assignments which are more substantial will be uploaded to the class page on Microsoft Teams and feedback will accompany the return
- Feedback during the live sessions and time after, either during the lesson or on the class chat, will be really critical.

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 pupils, for example some pupils 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 pupils in the following ways:

- All SEND students have an allocated Key worker Learning Support Assistant who will make regular contact to offer support and guidance via email and Microsoft Teams.

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 a child is self-isolating, class teachers will be notified via registers and work will be set on Show My Homework. The work will try, wherever possible, try to match what is happening in the lessons onsite
- Where large numbers of students in a group are self-isolating, there may be lessons hosted on teams so that students at home and on site can learn together. These will be announced on SMHK and Microsoft Teams

What should I do if my child is unwell?

- In the event that your child is ill, or unable to attend live lessons on that day, please contact the attendance team **via email only** on attendance@lfatsf.org.uk before 8.30am each day, giving the name of the student, form group and the reason for

What if I have concerns about safeguarding?

- If at any point during a partial or full closure, you have concerns about a child's welfare then please contact our Designated Safeguarding Lead (Mr Hill), using the following email address: safeguarding@lfatsf.org.uk