

Remote education provision: Information for parents

This question-and-answer document 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 or where individual pupils are self-isolating.

Q: Will my child be taught broadly the same curriculum as they would do if they were in school?

A: Students will be taught broadly the same curriculum as they would do if they were in school, wherever possible and appropriate. Some slight adaptations are required when delivering subjects with a practical element and in these subjects our teachers are being as resourceful as possible to ensure engagement and enjoyment is maintained, and that our St Margaret's curriculum is delivered.

Q: What subjects and for how long and will my child need to study each day?

A: Your child's remote education will follow the same timetable as they followed in school, with the same timings of the school day and lessons at the same times.

Q: How will my child access their remote education?

A: Your child can access their remote learning by using Microsoft Teams on a range of devices including smart phones, tablets, laptops, desktop computers and games consoles. Your child can log into Microsoft Teams using their school email address and password. If they do not remember their email address and password please contact IT Support on ITsupport@stmargaretsacademy.com

Q: If my child does not have digital or online access at home, how will you support them to access remote education?

A: We recognise that some Students may not have suitable online access at home. If your child does not have access to any suitable devices and/or the internet please contact us (0151 427 1825) so that support can be provided.

Q: What will my child's remote education look like?

A: When your child logs on to Microsoft Teams they will find the work for their normal timetabled lessons in Microsoft Teams Assignments. Where possible, the teacher will create one assignment per subject for the day of the timetabled lesson. This may not always be possible if the number or type of attached resources requires individual assignments to be created, and in these cases there may be more than one assignment created.

Your child will be given 4 school days to complete and submit the work allowing the teacher time to review the work, provide feedback where applicable and plan the next lesson. This date is clearly stated on the assignment.

To submit their work to the teacher for review, your child will need to upload their work in the Microsoft Teams assignment and click 'turn-in'. All assignments allow multiple turn-ins so additional work can be added after an initial turn-in if required.

In addition to the Microsoft Teams assignment we will endeavour to provide an accompanying virtual live lesson. This may be done by allowing your child to link into the classroom where on-site lessons are taking place, or it may be a broadcast virtual live lesson. These lessons will take place at normal timetabled times and can be accessed via the Microsoft Teams calendar. Please note, it may not be appropriate for the virtual lesson to be broadcast for the entire timetabled lesson time and lessons may be chunked to accommodate activities that require pupils to work independently. Where this is the case the class teacher will remain available in the 'virtual lesson chat' (or, where this is not accessible, on school e-mail) for the duration of the timetable lesson to offer support.

When it is not possible to offer accompanying live lessons (for example if a member of staff is not available, or if there are technical issues), your child should independently complete and submit the scheduled Microsoft teams assignment.

Q: What should my child do if they are unable to attend a live lesson?

A: If your child is unable to join a scheduled live lesson whilst it is being broadcast they should complete and submit the Microsoft Teams assignment in the normal way. We do encourage joining a live lesson whenever possible as it provides an opportunity for your child to interact with their teacher in real time. However, where this is not possible, your child's teacher can provide the same support in the Microsoft Teams 'chat feed' or *via* e-mail.

Q: What are your expectations for my child's engagement?

A: We expect your child to complete and submit the Microsoft Teams assignments on or before the date stated on the assignment. If your child needs clarification or assistance in order to complete an individual assignment, they should, in the first instance, e-mail IT support on itsupport@stmargaretsacademy.com.

If your child needs subject specific help from his/her teacher and is not able to attend live lessons, s/he can contact the class teacher to ask for help using the Microsoft teams 'chat feed' or *via* e-mail.

Q: How will you assess my child's work and progress?

A: Your child's teacher uses a range of assessment for learning techniques in live lessons and within the activities that require submitting in the assignments. This information is reviewed each week by the class teacher and is used to inform planning for the next lesson. At this stage, we do not feel it would be appropriate to set any progress assessments to be carried out remotely. Formal progress assessments must be fair and completed under controlled conditions and therefore these will need to take place when pupils are settled back into an established school routine. We will provide plenty of notice for pupils to prepare for such assessment and anticipate that this will happen in the summer term.

Q: My child has particular needs and needs additional support. How will you work with me to help my child access remote education?

A: We recognise that some pupils, for example 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:

- Mrs Kavanagh, our SENDCo, will be happy to talk with you to offer reassurance and guide you through the support. She can be contacted *via* e-mail; her address is nkavanagh@stmargaretsacademy.com;
- through pastoral support and SEND information shared in school, students' changing needs are acknowledged and support is targeted; and
- the SEND Team are able to work with students via e-mail to ensure they are accessing the necessary work and to feedback to staff any areas of difficulty. They can be contacted through Mrs Kavanagh (see above).

St Margaret's Church of England Academy

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