

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.

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

The remote curriculum: what is taught to pupils at home

In the event of a lockdown, the school is ready to switch to immediate online learning. 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 first instance, pupils should log on to and access Microsoft Teams as this is where their lessons and work will be posted during any period of remote education. The school is ready to transfer to virtual learning at short notice. Initially, there may be 'assignments' rather than live classes posted in each team for the pupils to work on independently.

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 subjects. For example, it is not possible to hold practical science experiments at home and so theoretical lessons will be taught. For vocational subjects where it is not possible to teach some subjects e.g. Pas de Deux, alternative contextual classes, fitness or technique classes will be offered instead.

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 hours each day:

Prep Department Pupils	8.30am – 4.15pm
Lower School Pupils	8.30am – 4.35pm
Middle School Pupils	8.30am – 6pm
Senior School Pupils	8.30am – 6pm

Accessing remote education

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

Pupils will access remote learning via Microsoft Teams and its associated platforms e.g. Zoom. Pupils will also need to ensure that they regularly check their school emails as information and work may also be posted here.

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:

- Where possible, the school will lend laptops or tablets to pupils. Parents should contact the relevant Head of Year to discuss this who will then liaise with our school IT team.
- If pupils do not have a device that allows internet connection, they should contact the school and speak to our IT department for advice.
- Any pupil who requires printed materials for any reason can collect these from school or have these posted to their home if required.

How will my child be taught remotely?

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

- The majority of lessons will be delivered as live teaching (online lessons via Microsoft Teams/Zoom)
- recorded teaching (e.g. video/audio recordings made by teachers)
- printed paper packs produced by teachers (e.g. workbooks, worksheets)
- textbooks and reading books pupils have at home
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences
- Long-term project work and/or internet research activities may be used when appropriate but will not replace the planned curriculum to be delivered.

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?

- Pupils are expected to log on to Microsoft Teams each day and to attend all of the timetabled lessons. If there is a reason why a pupil cannot attend the lessons, e.g. due to a medical appointment/illness, then they should contact the attendance officer in the usual way.
- Our virtual learning timetable mirrors the normal school day as closely as possible and is designed to engage and provide continuity of education of all of the pupils. We value parental support and ask that parents/guardians ensure that their child is set up and ready to learn
- Please ensure that your child logs on to classes each day and that they are dressed appropriately for their lessons at all times. If possible, their lessons should be taking place in an open place where they can be monitored, not their bedroom.

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

- Pupils' attendance and engagement in classes will be checked daily by teachers. Any children who are not attending or are not engaged in lessons will be reported to the attendance officer and this will then be reported to the parents on a daily basis.
- Where ongoing engagement is a concern, Heads of Year will contact parents initially by email or phone to provide support. Houseparents also contact pupils on a regular basis to provide pastoral support to pupils. As part of this, they also follow up on any concerns about pupil engagement.

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:

- Pupils will receive regular verbal feedback from teachers in all classes. This may be delivered to individual pupils or to the class.
- Written feedback in lessons will take a variety of forms; this will happen on completion of set tasks or assignments.
- At times teachers may use quizzes and other online tools to gauge pupils understanding of a topic.

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:

- Pupils are contacted individually via Teams to have a 1-1 lesson with the SEN teacher or learning support assistant. These take place at agreed, set times and are part of the pupil's timetable. We endeavour to provide in-class support in core subjects and will provide opportunities for 1-1 'break out' groups if a pupil requires more individualised support.
- The Learning Support Department will liaise with parents if they require support to help their child to access the lessons. Communication with parents is vital and this is done via phone calls, emails or Teams. We will provide worksheets and other resources as required.

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?

When pupils need to self-isolate when the majority of pupils are in class, remote education will happen via Microsoft Teams. Pupils will be able to join the 'live' lessons to listen and observe however, teaching will be directed toward the pupils in the classroom. Any assignments will be posted in Microsoft Teams and pupils will be expected to submit work on time. Teachers will provide feedback on this work in line with the other pupils in the class. This will take place a minimum of once a week.