



REMOTE EDUCATION PROVISION

February 2023

Remote education provision: information for parents

Remote education should be considered as a last resort where a decision has been made that attendance at school is not possible, but pupils are able to continue learning. Situations where it might not be possible for pupils to receive in person education fit into two main categories:

- School closures or restrictions on attendance, where school access for pupils is restricted.
- Individual cases where a pupil is unable to attend school but is able to learn. These circumstances should involve only a short-term absence and might include: a pupil recovering from a short-term infectious illness, preparing for or recovering from an operation, or recovering from an injury where attendance might inhibit recovery.

N.B. Please note that in the event of any school closure or partial closure due to Industrial Action, students should access the work on the website and use this for revision and consideration purposes. No register will be taken and no live lessons will be delivered.

Remote education should not be viewed as an alternative to attendance in school, and providing remote education during the pupil's absence does not reduce the importance of bringing that absence to an end as soon as possible.

What to consider when providing remote education to individual pupils

In the limited circumstances where we decide to use remote education for individual pupils when they are absent, the following should be considered:

There should be mutual agreement of remote education by the school, parents or carers, the pupil herself and, if appropriate, a medical professional. If the pupil has an Education, Health or Care plan or has a social worker, the local authority should also be involved in the decision.

Where remote education is being used as part of a plan to reintegrate back into school, a formal arrangement should be put in place to review its efficacy regularly, alongside identifying what other support and flexibilities can be offered to ease the pupil back into school at the earliest opportunity.

A time limit should be set within which the period of remote education provision should be reviewed, with the aim that the pupil returns to in person education with the required support in place to meet their needs.

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 needing to remain at home?

If your daughter is in Years 7 – 11, she will find all her home-learning materials on our website, in the Curriculum>Subject Information section, under the Home Learning tabs. This work is integrated into the learning programmes for her cohort. Some of this online work might include recorded video lessons such as those developed by external providers including Oak National Academy. It will also be a good idea for her to check her school e-mails regularly. If she is in Years 12 and 13, she will receive bespoke work through her Newlands e-mail account.

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?

At Newlands Girls' School we believe in quality first teaching and this underpins our approach to remote learning.

For longer periods of closure, we will teach the same curriculum remotely as we do in school. Students in all key stages will continue to receive teaching in their full suite of subjects.

- For Key Stage 3, this will include: English, Maths, Science, Modern Foreign Languages, History, Geography, PRE, Art, Drama, Music, Design and Technology and PE.
- For Key Stage 4, this will include: English, Maths, Science, PE and the GCSE options selected.
- For Key Stage 5, this will include the A Level and/or BTEC options selected.

We expect the pupils to follow their normal school timetable

Free school meals and remote education

If your daughter is eligible for free school meals and is receiving remote education, we will work with our catering team to provide a good quality packed lunch or we will issue a food voucher if available. This will ensure that she can continue to be supported for the period she is unable to attend school.

Remote education during a suspension or permanent exclusion

We will ensure that work is set and marked for pupils during the first five days of a suspension or permanent exclusion. However, remote education will never be used as a justification for sending a pupil home due to her behaviour. After a period of suspension, a pupil is expected to attend again full-time.

Provision for pupils with SEND: How will you work with me to help my child who needs additional support from adults at home to access remote education?

If a pupil with SEND is not able to attend school and requires remote education, her teachers are best placed to know how her needs can be met effectively to ensure she can continue to access the curriculum. As a school we will put in place an appropriate curriculum, teaching and support which will enable her to continue learning effectively.

Some pupils with SEND may not be able to access remote education without adult support. We will work collaboratively with the family and put arrangements in place to allow her to access remote education successfully. In this situation, decisions on how provision can be delivered should be informed by relevant considerations including the support families will require and the types of services that the pupil can access remotely.

It may be challenging or impossible for the school to deliver remotely the kind of approach that it does in the classroom, for example the provision of certain adapted resources and/or the support of a Teaching Assistant. If this is the case, we will as a school consider, in cooperation with the local authority, (if the child has an EHC plan) other ways in which we and the local authority can meet our statutory duties, always working closely with the parents or carers.

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 five to six hours daily.

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

All students in Years 7 to 11 will continue to receive five sessions per day, following their timetable. In Years 12 and 13, pupils must follow their usual schedule, again accessing their learning remotely. Lessons will be delivered live through Teams, starting with an introduction and explanation then moving onto tasks which pupils can complete away from their devices. This will ensure that no-one is spending five hours a day looking at a screen and will enable pupils to consolidate what they have learnt.

Lessons will be delivered by the classroom teacher, a subject specialist, and resources will be shared via Teams and Microsoft Outlook, the school email system.

When students are unable to access the Teams lesson, for instance due to a temporary internet issue, work can also be found on the school website in the Curriculum/Subject Information section, under the Home Learning tabs. Bespoke tasks have been set for each year group by subject by the Heads of Department. These directly relate to the curriculum.

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 will make every effort to provide resources to ensure your daughter can access our remote education provision; for example, by lending a school laptop.

Should you require support with this, please contact us on 01628 625068 or by emailing office@newlandsgirls.co.uk.

Please note that students can now also access the internet/remote learning via popular games consoles by following the instructions below:

Xbox

1. Plug a keyboard into the Xbox USB slot.
2. Go to my games and apps.
3. Find and select Microsoft Edge.
4. Navigate to your online learning platform.

PlayStation

1. Identify the PlayStation internet browser icon (WWW with dots around it).
2. Press the PlayStation logo on the controller.
3. Go to the library and find options for games and applications.
4. Go to applications and you will find the internet browser.
5. Navigate to your online learning platform and log in as usual.

How will my child be taught remotely?

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

- Live teaching (online lessons in Microsoft Teams), including the recapping of prior learning and introduction of new content; questioning and discussion; short interactive activities and quizzes. This method is expected to take between 30 and 40 minutes of a one-hour lesson.
- Independent tasks, which may directly follow on from the live teaching. Teacher support is available online for the duration of the lesson.
- Commercially available and government funded websites, such as Oak National Academy, supporting the teaching of specific subjects or areas, including video clips or sequences.
- 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?

We expect your daughters to participate positively in live Teams lessons and to submit all work and assessments as required by the deadline set by their teachers. Students should seek help if they need it and alert their teachers if they are unable to complete their tasks.

As a parent/carer we ask that you monitor your daughter's attendance to lessons and engagement with her learning. Please also keep your daughter's Head of Year updated if family circumstances change, you have concerns, or if you require additional support.

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

Teachers will take a register at the beginning of every lesson. The Attendance Officer will contact home if a pupil is absent, following the normal school procedure. Registers will note the following:

- Present
- Absent
- Unable to attend due to 'exceptional circumstances' (as defined in our normal attendance policy)
- Unable to attend due to illness

Parents must alert the school if a pupil is absent from a lesson for any reason, even though they are working remotely. 'Virtual' attendance is expected for every lesson.

Should we become concerned about your daughter's progress or engagement in live lessons, you will be contacted by the subject teacher, Head of Department or Head of Year.

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

Teachers will continue to monitor and assess pupil progress as they would in the classroom, using a range of formative and summative approaches. These could include:

- Short or extended writing tasks
- Worksheets or research projects
- Group discussions
- Engagement in activities on digital platforms, such as 'My Maths'
- Quizzes or tests

Students will receive a combination of oral and written feedback, including advice on how to improve for key pieces of work.

You will also continue to receive updates about your daughter's learning through our Progress Reports and (virtual) parents' evenings. Please see the calendar on our school website for further details.

Safeguarding protocols for remote learning

All pupils have been sent guidance about safety and conduct when working online. They know to contact their class teacher or Head of Year if they are concerned about any aspect of their online safety.

Teachers are updated regularly with the latest safeguarding guidance. This is done through departments, bulletins, video tips and links to national guidance. The school issues a weekly newsletter: **Newlands News**. The regular nature of the publication means that the information communicated is relevant and current. There is also an E-safety section on the school website, which has a wealth of resources for parents to access.

The **Designated Safeguarding Lead** (DSL) for the school is **Mrs Suzanne Nuttycombe** (Assistant Headteacher). If you need to contact her, please ring the school on 01628 625068. The Safeguarding (Child Protection) Policy was updated in September 2022 and can be found on the website: <https://www.newlandsgirlsschool.co.uk/page/?title=Safeguarding+%28Child+Protection%29&pid=164>. It includes information about reporting any safeguarding concerns.