

Southfields Academy

Remote Education Provision



**Southfields
Academy**

Chief Executive Officer:
Chair of Governors:
SLT Lead:
Review Date:

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1. Use of remote learning

All students should attend school, in line with our attendance policy.

This information is intended to provide clarity and transparency to students and parents or carers about what to expect from remote education where national or local restrictions require entire cohorts to remain at home. Remote education is only considered when authorised by government guidance.

2. Remote learning - what to expect

In the first two days of such an event, the remote education provision available immediately will be appropriate work set in the Google Classroom. This will take the form of tasks and activities that can be completed independently. Students will be able to ask questions of their teachers in the stream of their Google Classrooms. This method of remote learning for the first two days will allow teaching staff the time to re-plan and adjust the learning, in preparation for the Academy timetable of live lessons and independent work which will begin day three. The contingency timetable, guidance, and contacts for support will be communicated to parents by 12pm on day two.

As an Academy we will teach the same curriculum remotely as we do in school, wherever possible and appropriate. However, we will make adaptations in some subjects. For example, we may alter the order in which topics are taught, depending on their difficulty or topics that may be sensitive - for example, in PSHE.

Practical subjects in particular, such as PE, Dance, Music, Art, Design and Technology and Science will have adjusted activities to adapt to a remote learning setting.

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

As a guide, the structure could look like this, however, final arrangements will be confirmed by 12pm of day two to ensure that national guidelines are complied with.

Students not working towards formal qualifications this year. Years 7-9	8.20am-1.15pm (4 hours 25 minutes). (1 x 30 minute break). Plus completion of class work and home learning.
Students working towards formal qualifications this year. Years 10-13	Years 10-13. 10.00am-3.45pm. (5 hours 15 minutes) (1 x 30 minute break), plus completion of class work and home learning. Years 12 and 13 Level 3 10.00am-3.45pm. (5 hours 15 minutes) (1 x 30 minute break), plus completion of class work and home learning. Year 12 Level 2 8.20-1.15 (4 hours 25 minutes) (1 x 30 minute break), plus completion of class work and home learning.

3. Accessing remote education

We recognise that some students may not have suitable online access at home. We will follow government guidelines to support the accessing of learning at home during this time.

Once eligibility and needs have been established we will liaise with the DfE and the Local Authority to source the appropriate device. Once received, we will liaise with parents/carers for a collection of the device.

If printed materials are needed, the Head of Year will liaise with relevant teaching staff to arrange the sending of materials home and the submission of work.

4. Teaching methods

Academy staff have undergone and will engage in Continuing Professional Development that is centred on best practice in remote teaching, and effective use of our digital teaching platform.

We will use a combination of the following approaches to teach students remotely. This will be centred around the Academy's '6 Point Planning Structure':

- predominantly live teaching (via Google Meet)
- Initial explanations for independent work and support in the Google Meet.
- occasionally recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers)
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences e.g. Sparx, Educake

5. Student Expectations

Whilst at home, Google Meet used for live lessons is a 'classroom space' where school values and expectations must be practiced and respected at all times. Failure to do this will result in removal, reporting and discussion with parents/carers and exclusion from live lessons until restoration has been achieved.

All students must:

- Enter the Google Meet using their own school account.
- Not share the Google Meet link with other students.
- Not capture screenshots without instruction or request.
- Only join the Google Meet at the time of their lesson and must not attempt to join other Google Meets where they do not belong.
- Video may remain on as long as the background is blurred.
- Keep muted unless directed by the teacher.
- Only use the chat as directed by the teacher.

6. Parent/Carer Expectations

The primary role of the parent/carers, whilst their child is in a lesson, is to ensure the safe and successful facilitation of the live lesson (via Google Meet). This includes ensuring that their child adheres to the 'Student Expectations' as listed above. Parents/carers should also ensure students have access to appropriate devices and support by encouraging clear routines at home.

With reference to GDPR, UK privacy laws and safeguarding, it is forbidden for parents to capture or record a live lesson.

In line with such guidelines, prior to the commencement of any live lesson, parents/carers should make sure that if their child has their camera on, their child has blurred their background.

Once a live lesson has commenced, the video link is considered a classroom space and parents/carers should not be seen or heard by the other users in the lesson.

There is a confidence in the classroom space which must be respected by all parties. Under no circumstances should parents/carers comment on, or discuss in any forum, lesson content, student's participation and progress, or staff expertise and professionalism.

Individual concerns must only be made in reference to your own child and should be made directly to the teacher at an appropriate time, at a time outside the lesson via the Head of Year.

7. Student engagement and progress

Class teachers will be recording attendance to lessons using the usual monitoring system (Bromcom). Class teachers will record engagement during live lessons and completion of homework, which parents/carers will be able to access through 'My Child at School' platform to engage with information regarding their child's progress.

Feedback can take many forms and may not always mean extensive written comments for individual students. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our methods of feeding back on student work and checking for understanding are as follows (but not limited to):

- Question and answer during live lessons.
- 'Low stakes' quizzing.
- Using software with students during lessons for students to demonstrate their understanding.
- Use digital platforms to provide instant feedback e.g. Sparx, Educake, Seneca.
- Functions available in Google Meet – polls, Q&A and breakout rooms.
- Live marking via Google Classroom.
- Marking assignments on Google Classroom.
- Providing whole class feedback and individual feedback on Google Classroom.

8. Additional support for students

We recognise that some students, for example, some students 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 students in the following ways:

The Academy staff, SENDCo and SEND team will work closely with families during this time and to provide support in various ways.

- Differentiated activities in Google Meet live lessons.
- Differentiated tasks in the Google Classroom.
- Regular phone calls from Key workers of SEND students to their families.
- Regular phone calls from the pastoral year group teams to families of students with high needs.
- Teaching Assistants in the live lessons- Google Meets- and follow up support in the Google Classroom to enable the completion of learning.

- Intervention Google Classrooms for particular SEND groups, to support them in their learning.
- Live Google Meets with Parents and Carers.
- Phone calls and follow up support for Looked After Children/Care leavers

For any queries regarding remote learning please contact Sarah Gray, Deputy Headteacher Teaching and Learning.