

LCHS remote education provision: information for parents

This information is intended to provide clarity and transparency to pupils and parents/carers about what to expect from remote education where national or local restrictions require entire cohorts (or bubbles) to remain at home. There is more detailed information on our offer in the document titled 'LCHS Remote Learning Teaching and Feedback Explanations Explained' (shared with parents via ParentMail on Wednesday 13th January).

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

The remote curriculum: what is taught to pupils at home

A child'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?

Class teachers will begin to set work via ClassCharts for each lesson from the first day of a full or part bubble closure, and in the instance of a full school closure. This means that from their first day at home, children should try to follow their usual school timetable at home.

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, PE, Design and Technology, and Art where access to equipment will be different at home and so work which covers key skills for the subject will be set during remote learning;
- All work will continue to be set through ClassCharts. In addition, your child will receive invitations to MS Teams sessions each week to support their learning. The Lockdown Timetable shows when these are scheduled.

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:

Key Stage 3 (Years 7 & 8) and 4 (Years 9 – 11)	Five hours – as per their normal school timetable. For some students in Y10 and Y11, they may have a lesson six on one or two days a week – this will mean they have six hours on these days.
Key Stage 5 (Sixth Form)	Sixth Form students will receive one hour of work for each timetabled lessons and an additional one hour of independent work. This evens out to 30 hours across the week (six hours per day) – 15 of timetabled sessions and up to 15 of additional independent work.

We appreciate that, for some students, five hours will seem too much, but our offer is in line with government guidance. All we ask is that students engage with the task set and do their best within the lesson time. If work is unfinished, they will not be penalised but will be credited for what they have completed and submitted. We do not want students to have to work longer than their lesson time.

Accessing remote education

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

Our main platform is ClassCharts – all students and parents have been given their access code.

We will also use MS Teams to support our offer with live lessons (see the Lockdown Timetable for details). An invitation to each meeting your child should attend will be sent on email and will be included in the ClassCharts lesson description too.

We will use various other platforms too: SAMLearning, GCSEPod, MyMaths, Educake, Kaboodle, Oak National. When these are to be used, the link will be provided in the detail on ClassCharts and where needed login information has been shared with students.

All students have access to Microsoft Office programs through their usual school login. They just need to login and download the suite at <https://www.office.com/>.

To request login reminders for any platforms, please contact school: 01522 881144, or email/ClassCharts message your child's Progress Leader, or email our IT Team ITSupport@lchs.uk.

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:

- We have planned our MS Teams sessions to support families with children in more than one year group. Not all lessons are supported by a MS Teams session so it should be possible to share a device;
- Although the work is set through ClassCharts, many lessons do not require any IT facilities to complete once the instructions have been read. Children should have their exercise books at home in which they can complete their work;
- Parents/carers can message teachers in ClassCharts to confirm work has been completed if uploading and submitting work is not possible;
- Where students do not have access to computers, they are offered a place in school with the critical worker/vulnerable children so that they can use school IT facilities;
- We have allocated our government provided laptops to families who have not got access. We have also used a local tech bank and donations to help out more families;
- We have made over 100 increased mobile data applications to support families. We will continue to offer this service regularly and make applications as requests are made to us;
- Work can be printed by school reception and sent to students. There is obviously a delay in this and some of the work set relies on web-based provision (Oak National, YouTube, SAMLearning) so cannot be accessed via print (this is why a place is offered in school);
- In April 2020, we provided all students in Y10 (now Y11) with a full set of revision guides, and all PP students in Y7 – 9 (now Y8 – 10) with a full set of revision guides too. These materials provide a 'back up' set of workbooks for times when technology access is a problem (connectivity issues/ shared devices).

How will my child be taught remotely?

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

Our primary offer is through the setting of work on ClassCharts. Each student will have a piece of work set each day for each of their usual timetabled lessons. This will be titled 'Day Date – Subject – Lesson' (e.g. Fri 15th Jan – History – P3). The title will help the students know which of the lessons in their 'to do' list are set for the current day.

Each subject (with the exceptions of core PE and Y10 Personal Study) will also be supported by a MS Teams lesson. For most subjects, this will be at least 30 mins of live lesson time per subject per week (for some subjects in Y7 – 9, it will be once a fortnight as there is only one lesson of the subject per week and students need time to complete their independent work for the subject too). For students in Y10 and above, it will be two 30 mins sessions per subject per week.

Our lessons will also be supported by:

- our teachers being available via ClassCharts messenger or email throughout all timetabled lesson time to answer questions live;
- recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers);
- resources made by teachers or scanned copies of resources we usually use in school (e.g. workbooks, worksheets – these can be printed by reception, if requested);
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences (GCSEPod, SAMLearning, MyMaths, Educake).

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 ask the following of our students, where possible:

- follow the timing of their normal school day – accessing the lesson set on ClassCharts and uploading work completed at the end of the session;
- attend MS Teams sessions with camera switched off and engage in Q&A sessions live through talk, hands up polls and Forms;
- use the message function in ClassCharts to message their teachers to ask for help whenever they need it (each teacher will be live on messenger throughout each timetabled lesson).

We ask that parents/carers support their child at home by giving access to technology where this is possible and by encouraging them to maintain their usual school time routines. The 'LCHS Remote Learning Teaching and Feedback Expectations Explained' document also outlines how parents/carers can use the daily alerts from ClassCharts to monitor and discuss their child's engagement with online learning. We also encourage parents/carers to call or email school if they need any help or support with remote learning.

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

- Student engagement will be recorded for each lesson of the day through ClassCharts. This will send an auto alert to the child and parent accounts to congratulate them on submitting work, or to inform them when the work has not been accessed;
- Attendance at MS Teams sessions will be recorded in ClassCharts. An alert with praise point will be sent (to child and parent account) when a child has attended, an information alert will be sent to both when a child does not attend;
- Progress Leaders and Pastoral Managers will track engagement. They will offer further reward to those with good engagement and will contact, via telephone, to offer support when there is low engagement/attendance.

There are further details on this in 'LCHS Remote Learning Teaching and Feedback Expectations Explained'.

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:

- Offering whole class feedback through ClassCharts on Assessed Tasks;
- An Assessed Task will be set once a fortnight for subjects with two or more hours of lesson time a week, or once every three weeks for subjects with only one hour of lesson time a week.

There are further details on this in 'LCHS Remote Learning Teaching and Feedback Expectations Explained'.

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:

- Our Learning Support Assistants will make regular contact – via telephone – with the students on their key worker list;
- All students with an EHCP (in addition to being offered a place in school), will receive weekly contact and offers of a personalised approach and support from the SENDCO where appropriate.

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?

The main difference will be that unless a whole class is self-isolating, there will not be any MS Teams live lessons offered. Class work will still be set on ClassCharts to access within the lesson time. The times of the school day may be shifted by 30 minutes to allow teachers time to get their in-school class working and then upload work for the student(s) at home as sometimes we do not know until the day – until seeing the register for a particular lesson – that there are children self-isolating at home. In these instances, teachers have to quickly adapt their lesson resources to offer as remote learning so the detail of planning will not be the same as it is when we know in advance that a whole class is isolating.