REMOTE LEARNING PROVISION: INFORMATION FOR PARENTS

RADLETT
PREPARATORY SCHOOL

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 where national or 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 document.

The remote curriculum: what is taught to pupils at home.

A pupil's first few days 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.

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.

Pupils are able to access daily content via Teams at all times and are expected to complete work following their usual timetable. When whole classes or year groups have to isolate, teachers will upload work on Teams within the relevant year group/subject folders. This will be done within 24 hours of pupils being asked to self-isolate.

Setting work:

This will be a minimum of four lessons per day, per class. A subject specialist lesson will count towards this total.

Work will be uploaded to Microsoft Teams.

All work to be uploaded by 5pm the day before.

Actively promote the use of electronic worksheets/materials to enable pupils to work online.

A timetable and overview will be available for pupils/parents in each virtual classroom.

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) take place between 8:45am and 3:15pm.

There will be a morning registration between: 8:45am-9:00am

Session 1: 9:15am-10:30am

Break time will be between: 10:30am-10:50am

Session 2: 10:50am- 12:20pm

Lunchtime will be between: 12:20pm-1:00pm

There will be an afternoon registration between: 1:00pm-1:15pm

Session 3: 1:15pm to 3:15pm

There will be a minimum of four hours remote learning each day.

Pupils who are unwell are not expected to complete work until they are well enough to do so.

Live Sessions

There will be a minimum of three live lessons per day. Live sessions will begin at a pre-determined time across the year group. One teacher may take the lead of a live session, however, other class teachers in that year group will be available to support remotely/monitor posts and behaviour.

Accessing remote education

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

All work is uploaded onto Teams. Pupils access by using their school password. A range of digital platforms and resources are used to supplement learning.

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:

At present, we are not aware of any students who are unable to access online remote education. We have provided devices for those who need it; however, 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:

- Contact parents who make us aware that they are having difficulties.

- Discuss potential barriers and put parents in touch with our Network Manager, Mr Kay.

- Issue laptops or tablets to those without devices.

If you do not have access to online learning or experience difficulties then please contact the School Office via the email: admin@radlettprep.co.uk *or 01923 856812*

How will my child be taught remotely?

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

All pupils will have access to high-quality education when remote working.

The school will use a range of teaching methods to cater for all different learning styles, this includes:

- Live teaching (online lessons)
- Recorded teaching (e.g. Video/audio recordings made by teachers)
- Textbooks and reading books students have at home
- Commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences
- Comprehensions
- Quizzes
- Work booklets
- Reading tasks

Children will have a minimum of four lessons each day. Three of these will be live.

We have sent home learning packs that support pupils learning.

It may be possible for the school to adapt an individual pupil's online provision (in consultation with parents) to support their learning and/or family circumstances.

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 pupils to engage with online learning either through attendance of live sessions or completion of independent tasks.

Staff will employ a variety of assessment for learning strategies to support their assessment of pupil achievement.

It is helpful to make sure your child/children adhere to a clear routine, following their daily timetable. Please support your child/ren in finding a quiet place to work. The school is aware of the pressures remote learning places on parents/carers balancing home learning and trying to work from home so we ask parents/carers to support their child in completing what is suitably possible throughout the day. If parents/carers have any concerns regarding the completion/submission of work, please contact the school to discuss this.

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

The school continues to take registers of pupils learning at home during this period. Where a pupil has not engaged in online learning, a phone call will be made to the parent/carer offering support and guidance for their child. Each class teacher will keep a record of all pupils' engagement and liaise this information with the Principal and Vice Principal.

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:

Teachers will assess and feedback all work submitted onto Teams/via email once it has been received. Feedback and marking will be in line with the school's policy.

Teachers will not be required to attempt to reproduce in written form the verbal feedback that pupils would be given during typical classroom teaching but feedback on pupils' work will rely on the teacher's professional judgement to determine how any feedback, including marking, is given.

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:

> Teachers will ensure lessons are inclusive for all pupils and can be adapted to account for the needs of disadvantaged pupils and pupils with SEND.
>
> All provisions for remote learning will be subject to the class group's age, ability and/or any SEND.
>
> Pupils with SEND or additional medical conditions who require more regular breaks, e.g. sensory breaks, are not expected to do schoolwork during their breaks.
>
> Teachers will monitor the academic progress of all pupils, including those with SEND and discuss additional support or provision with the SENCO as soon as possible.

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?

> If a pupil or group of pupils are required to isolate, resources and tasks will be uploaded into Teams. Feedback and marking will be in line with the school's policy and will rely on the teacher's professional judgement to determine how any feedback, including marking, is given.