

Remote Learning Procedure

for parents and carers

At this time, it is important to understand the procedure in place for remote learning for the students that are self-isolating in response to the new Public Health guidance. It is the role of all our teachers to ensure that we provide work that supports the students' progress whilst working from home. This will also include the monitoring process to ensure work is complete.

Remote learning resources and materials can be:

- Invite to attend the live "in school" lesson
- Online PowerPoint of lesson
- Scanned in copy of textbook reading / material
- Pre-recorded lesson/ presentation by teacher
- Youtube / BBC learning clips to watch and teach knowledge
- Word document of reading materials
- Website address of reading and or teaching guides
- Oak National Academy specific link
- Loom video link

Assignments must:

- Be checked and feedback provided
- Allow for student to engage in learning and demonstrate their understanding – eg comprehension questions
- Be set in line with the current "in school" learning LTP and MTP

Parent Phones in to notify school student has Covid -19 symptoms or student is sent home from school to self-isolate due to Covid-19 symptoms.



The Head of Year will call home to check the students' access to remote learning. Parents / Carers to confirm if the student can get onto remote learning.



The Head of Year will email all teachers of the student and be specific about the number of days of isolation and expected return date.



*Teacher of student will upload lesson **resources and materials** and set **assignments** on teams (defined in blue boxes) class group **within 24 hours of receiving Head of Year email**. All resources, materials and assignments are to be uploaded the night before any "in school lesson". This is to continue until student returns to school .*



If student does not complete work or engage in remote learning within 48 hours of normal "in school"



Teacher to message student on teams and encourage engagement.



If student still does not complete or engage with remote learning within 72 hours, teacher will inform students tutor and tutor will call home and discuss concerns with parents / carers.



Student completes work and engages in remote learning.



Teacher checks and provides feedback for student. Stars awarded for good work and engagement.

NO FURTHER ACTION TAKEN

