



Remote Education Provision: Information for Parents

This document outlines the procedure that will be adopted should Bethany School be required to revert to delivering lessons virtually.

What will the school day look like?

The school day will begin at 08:30, when pupils join the tutor time session each morning. They must also check in with their tutor at 13:00. The school day will finish at 16:30.

The school timetable will remain the same as when pupils are in school, and pupils are expected to attend all academic lessons. To give pupils additional breaks from the screen, they are not expected to be online for timetabled PSHCE, Study, and PE lessons - when they should make every effort to engage in some physical activity and go outside for some fresh air as the weather allows. The Sports Department will provide suggestions for physical activities that can be undertaken in and outside the home.

There will be no prep set for Years 7,8 and 9. There will also be 5-minute breaks built in between lessons.

How will lessons be delivered?

All remote lessons will be delivered using Microsoft Teams. All Bethany pupils have access to a laptop and should be able to access lessons, even if sometimes this may not be live. Teachers will register pupils at the start of each lesson and will maintain communication with pupils during lessons via a Teams Meeting or Chat. It is good practice for a lesson to begin with a live element to outline the lesson intentions and outcomes. Where appropriate, this will be recorded for pupils.

If pupils have IT issues these should be raised with the IT Helpdesk so that the school can support fixes and offer advice. Parents of pupils with poor Wi-Fi should notify their child's tutor so that they can be invited into school or provision adapted to meet their needs.

Pupils who receive DLS or one to one support will still have access to this during a period of remote learning. This support will also be delivered through Teams.

The school will seek to set additional challenge activities and Project Based Learning tasks to give pupils a break from routine and encourage them to undertake more creative and collaborative experiences during a remote learning period. All these tasks will be shared via Teams, either by subject teachers or tutors.

Teachers will make sure that lesson instructions are delivered both verbally and in writing to support all pupils, including those who may not be able to access a lesson live. Pupils are expected to engage with their teachers using the Chat, Posts and Meeting functions. Work, including prep, will be set using Assignments.

Lessons will include a mixture of different types of resources, including but not limited to: recorded PowerPoints; online textbooks; educational Apps; teacher created worksheets; modelled demonstrations.

Pupils will be expected to submit work for assessment either via Assignments or the Class Notebook.

Teachers will inform pupils of where work should be completed and submitted in individual lessons. Teachers will give feedback to pupils on their learning each week; this may take the form of written or verbal feedback.

A set of Remote Learning Guidelines has been created by the school which sets out our expectations for pupil engagement and behaviour during remote learning. These guidelines will be shared with pupils, parents and staff when a period of remote learning commences.

How will I be kept informed about my child/children's progress and engagement with remote learning?

During a period of remote learning, the tutor remains the key point of contact. Tutors will monitor attendance at, and participation in, lessons and inform parents of any concerns regarding attendance or work output. They will continue to work with parents whose children struggle to engage with lessons or use the technology and will ensure any concerns are communicated to subject teachers as is appropriate.

Reports and grades sessions will continue, and parents will receive these half termly via the parent portal. Parent teacher meetings that are calendared during a period of remote learning will be set up remotely using the SchoolCloud parents evening system.

How can I best support my child/children with their remote education?

We ask parents to encourage their children to actively engage with their teachers whilst working remotely. If they have questions and/or struggle with tasks, it is important that they communicate these with teachers via a Teams call or post. We also ask parents to encourage their children to leave distractions, such as mobile phones, outside of the room in which they are working during lessons, and support them by:

- helping them to establish a workspace within the home;
- offering to help with the completion of the set tasks;
- checking to see what Assignments have been set (this can be done via the parent portal);
- encouraging them to communicate any questions or difficulties with their teachers via Teams calls and posts;
- communicating any more general concerns or questions about remote learning, including IT related questions, to personal tutors via e-mail.

What if my child needs to continue to work at home when school reopens, for example: because of self-isolation?

When school resumes but some pupils are still unable to attend, for example because of self-isolation, lesson content and resources will continue to be shared via Teams. Teachers will, where possible, engage with pupils using Chat, Posts or a Teams Meeting during the lesson. If this is not possible, they will make time to communicate with them outside of the formal lesson to support their progress. Pupils should submit completed work using Assignments.