

## **Remote education – John Spendluffe Technology College**

### **Important information for parents**

When a cohort or group of students have to remain at home as a result of a positive Covid case it is important that parents have a full understanding of the remote education offer that JSTC will provide.

If the period of absence from school for self-isolation is limited, the remote education offer may not be as comprehensive compared to longer periods of self-isolation.

### **Starting a period of self-isolation or short period of self-isolation – what will my child be offered?**

Students will be offered work through our Class Charts platform. The work will be uploaded by individual teachers and will move students learning on from the last point the cohort/group of students were in school. Individual instructions for completion of the work, how to get feedback and next steps will be put onto the Class Charts platform for the students directly.

If any student or parent is having difficulty accessing Class Charts please call the school for support. We are more than happy to help and guide parents and students.

### **Longer period of isolation - is a different offer made to my child?**

Some students will continue to be offered work using the Class Charts platform and will be additionally supported by the Progress Teams via telephone calls/emails to ensure that there are no issues with this. Each Progress Team has a dedicated e-mail address (available on the JSTC website) through which parents can get useful guidance, additional support or bespoke help with their child's education. Please use these e-mails as the first contact with school as it will be the swiftest way to access focused support. If your enquiry is outside of term time please use the general JSTC office e-mail available on the website.

Students in older year groups eg Y9, 10 and 11 are likely to be offered a programme of virtual lessons as per the schedules already used for previous closures. These lessons cover the core subjects and in some cases the option subjects. It is particularly important that students in their final years of KS4 courses attend these sessions and we maintain records of attendance. Where students do not attend lessons the Progress Teams will follow up with parents to ensure that any required help and guidance is put in place. Please remember, this is all very new to everyone and so we are more than happy to support. No question is too small or difficulty too large.

***If an individual student has to self-isolate for a longer period please contact the school so that we can explore a bespoke package for you. This will include use of remote learning packages, materials placed on Class Charts and other arrangements linked to lessons taking place in school especially for KS4.***

Our website has subject departmental areas where there are advertised resources and links to useful websites. Your child may find these useful when working at home. You may also find these useful when supporting your child.

Departments also supply revision guides and letters have been sent out to parents with respect to these. For further information if your child needs a revision guide please contact the school via the office e-mail or Progress Team email in term time.

### **Curriculum – what will my child study within remote learning?**

The curriculum followed during any period of isolation – whether short or extended - is exactly the same curriculum as that taught in school. There may be changes made in the delivery of the topic or the rotation that topics are taught in order to make the process easier for students and parents. These changes will be noted by teaching staff and adjustments made in school when students return to ensure the whole curriculum is taught effectively to all students.

The amount of work set each day should mirror the number of lessons your child has in school each day. If you have any concerns regarding the amount of work please contact the relevant Progress Team who will pass your concern to the department(s) concerned.

### **Accessing remote learning – how will my child do this?**

Access is via Class Charts and/or Microsoft Teams.

If you have any concerns regarding access please contact the school office directly or the relevant Progress Team ***explaining the issue***. The school will then be able to direct you to the right person to help you solve the problem as quickly as possible.

No matter how small or large the concern – please do get in touch.

### **Marking and feedback**

Feedback in lessons takes place verbally or in writing, In class, written feedback for students can be recorded on the work by the teacher or within the IT platform that they are using. The student may write a summary of this into their exercise book.

In the event that students are working remotely feedback may be given via the teacher via

- Class Charts
- The Teams platform or other virtual means
- Email

If, as a parent, you are concerned that your child is not getting feedback please contact the relevant Progress Team so that any feedback given can be accessed or any difficulties

resolved quickly. It may be worth checking that the instructions do not include and self-assessment process that your child can take part in to check their work.

Marking and assessment occurs following designated assessment pieces in the first instance. Marking and feedback is also given where there are clear learning objectives that require detailed teacher input in order to move learning on that cannot be progressed via other methods such as self-assessment.

### **SEND and vulnerable students – how will the usual mechanisms of support work for my child?**

During periods of school/cohort closure SEND and vulnerable students are able to access school and a learning space. Depending on staffing, they may be able to access their normal SEND support systems. Where this is difficult the SEND team use Teams to link remotely to our SEND and vulnerable students in order to support their learning. Our inclusion officer also works closely with families to support them through this difficult time.

If a SEND/vulnerable student was unable to attend school as a result of Covid19 infection or proximity to a positive case our SEND/Progress/LAC/inclusion team would support the student remotely.

### **Laptops – what if my child does not have one?**

Regular surveys are sent out to families/students to assess the level of need for IT resources. These are limited within school and the surveys enable us to assess the level of need for individual students to make sure they are allocated to those most in need in the first instance. Please ensure that you take part in the surveys so that we can make sure that laptops go to those families who have the greatest need.

If you have any questions about the surveys or feel that you may have missed these – please contact the relevant Progress Team.

### **Information about school opening/closure – where will I find this?**

We update our website and Facebook page regularly including information about school opening and closure.

Where there are specific messages about cohort closures we also put out notifications on Class Charts which then go directly to parents' mobile phones. Text messages are also sometimes sent as an additional route for information.

If you need help and guidance to access Class Charts or have a new mobile phone and we may not have your new number please contact the school.

***This is a difficult time for all families. Our staff are working hard to try to ensure that all our students are able to access their learning as effectively as possible if school is not***

***operating normally. By working together, I am sure we aim to deliver the best possible education for your child.***