



25<sup>th</sup> September 2020

Dear Parents / Carers

## Remote Learning Guidance

With the COVID pandemic changing daily we thought it best to let you know our arrangements for Remote Learning should a year group need to self-isolate or if there is another National Lockdown.

Students will continue to receive their full timetabled curriculum throughout any period of closure or self-isolation. The school will review this provision periodically and make amendments if necessary, these will be communicated with parents.

### **If an individual pupil is self-isolating...**

Teachers will set remote learning for timetabled lessons missed using MS Teams, incorporating quality online resources to supplement the school curriculum. For example:

<https://www.thenational.academy/>

Parents/Carers should follow the normal school procedure for reporting absence from school.

### **If a bubble or year group is self-isolating...**

Teachers will continue to teach live timetabled lessons remotely using MS Teams from their in-school base.

### **If a teacher is self-isolating...**

If a teacher is unwell departments will follow normal staff absence protocol and set appropriate cover work. If a teacher is self-isolating but not showing CV-19 symptoms and is fit to work, they will continue to teach live timetabled lessons from home where possible.

We are currently surveying students to establish their IT access. Students with access issues that cannot be resolved will be provided with hard copies of work.

To support this process we would like to ask you to ensure that 3 things happen at home:

1. Check your child can log in to Teams using their school login details.
2. Download the MS Teams app, it is free and will allow students to access the work <https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/download-app>
3. Download the MS Onenote app, this is also free and can be used as an electronic notebook that teachers can use via teams <https://www.onenote.com/download>.

SMHW will no longer be used to publish remote learning tasks. This will not be necessary as remote learning and a full timetable will be in operation. SMHW will revert to being used solely as a platform to share and publish home learning tasks, such as learning specific knowledge for next lesson's quiz. Teachers will only set home learning if they feel it is appropriate.

We have attached a Remote Learning guide to support both Parents/Carers and Students with the technical side of Remote Learning. Please save this somewhere safe for future reference. A copy will also be available on the school website.

We will continue to keep you informed of any developments as and when they occur.

Best wishes

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