

## **Remote Education at Smestow Academy**

Dear Parent/Carer As part of the Government's guidance, it is our duty to ensure that we have in place a Remote Learning plan. We are sharing this plan with you, so you are aware of what will happen in the event of a pupils have a period of extended absence, school closure or any other unforeseen events such as a lockdown.

### **In the event of short-term school closure such as adverse weather:**

- We will attempt to deliver our full curriculum to pupils through a blended approach to live lessons and set learning tasks
- We will communicate our plans for the day through the Matrix app, website and social media
- Pupils will receive work, in line with classroom taught curriculum, through their school email account and/or Microsoft Teams.

Some pupils, including those key stage 4 and 5 groups who use Microsoft Teams in their normal lessons (Sport, Health & Social Care, IT, Business) may, where possible, have live lessons on Microsoft Teams. Pupils should check their emails and Teams for that day.

### **In the event that your child is unable to attend school, due to recognised disruption:**

- Pupils will receive work, in line with classroom taught curriculum, through their school email account and/or Microsoft Teams. This will be for the anticipated length of absence.
- A courtesy message on the Matrix app confirming work has been emailed will be sent.
- Where absence is longer than the original anticipated length, we will arrange for additional work to be sent.

### **In the event of a partial year group closure, where staff will still be required to teach pupils remaining in school pupils who are isolating will:**

- Have access to their online email and/or Microsoft Teams where lessons will be sent, including activities, in line with their usual timetabled lessons.
- Staff will be able to answer any subject specific questions through the pupil's email accounts and will endeavour to respond as soon as possible.
- If possible, or part of Key Stage 4 and 5 lessons who use Microsoft Teams, sessions may be set up for pupils to attend. If this is the case, pupils will be invited prior to the lesson.
- Additional online learning platforms may be utilised, such as Sparx maths, Seneca Learning and Kay Science in order to deliver some work to pupils. The login details for each of these have already been shared with pupils.
- Pupils will continue to receive feedback on work in line with the school's assessment policy.
- We anticipate delivering the full curriculum as set out on our website across all year groups.
- Where pupils are unable to access our remote learning, alternative provision will be arranged.

### **In the event of either a year group or whole school closure the following sets out how Smestow Academy will continue to provide education for each pupil:**

- Live teaching sessions for key stage 4 and 5 groups who use Microsoft Teams (Sport, Health & Social Care, IT, Business) using Microsoft Teams in line with their regular timetabled lesson
- Lessons who do not use Microsoft Teams would have work sent to pupil email accounts
- Core PE and Dance would be the only exception

- Activities provided using Microsoft Teams and school Outlook email accounts in line with live teaching sessions.
- We anticipate delivering the full curriculum as set out on our website across all year groups.
- Where pupils are unable to access our remote learning, alternative provision will be arranged.
- In the event that we are unable to conduct a live lesson due to staff absence, work will be provided via the school email with detailed instructions.
- Where a pupil would usually receive support for a special educational need this support will be offered remotely in line with the provision usually offered within school.
- Live session may be recorded in order to provide support to pupils or monitor behaviour and safeguarding.

If pupils are not in school, the following are our expectations of their behaviour when engaging with remote learning.

**We expect that pupils will:**

- Follow their usual timetable by attending and engaging with Microsoft Teams lessons. Pupils will be invited to these lessons through their school email account. Terms and conditions of using TEAMS are:
  - Cameras and microphones are switched off/ muted
  - Appropriate language and input is used within class messaging
  - Hand up icons are used to raise any queries with teachers
  - Pupils attend 5 minutes before the lesson begins
- Follow the same behaviour expectations for an online session as a lesson in school
- Complete and submit work from these sessions to the deadline set by teachers
- Seek help if they need it, from Heads of House or class teachers. For technical advice contact [itsupport@smestowacademy.co.uk](mailto:itsupport@smestowacademy.co.uk)
- Alert the class teachers if they're not able to complete work
- Use proper online conduct, such as using appropriate language in messages

If there are any problems with pupils adhering to rules around remote learning, including if they don't engage with the remote learning set for them or inappropriate behaviour, we will make contact with parents to discuss concerns and address potential support that can be offered. This may include:

- Further support on how to use remote learning software
- Discussion regarding any specific barriers to engagement
- Potential removal from usual Team sessions in discussion with Heads of Houses This may result in further action in line with current school policy.