

Remote Education: information for parents

This information is intended to provide clarity to pupils and parents/carers about what to expect from remote education when your child is required to self-isolate or national/local restrictions require entire cohorts (or bubbles) to remain at home.

For more details, please see the remote learning plan by clicking [here \(ashtoncsc.lancs.sch.uk\)](https://ashtoncsc.lancs.sch.uk).

Parents

1. All class work and homework will be set using Microsoft TEAMS, through the student's school Office 365 [here \(office.com\)](https://office.com).
1. We will endeavour to teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we have needed to make some adaptations in some subjects for example, practical lessons in Design Technology, PE and Science.
2. Your child will be expected to follow their normal school timetable.
3. We expect that remote education (including remote teaching and independent work) will take pupils broadly the same number of hours each day that they would be in school.
4. The class teacher will either deliver a live lesson on Teams or they will set work that your child needs to complete. Students should click onto the lesson in their calendar if it is live or access work via the subject/class teams
5. Students will need to check Teams throughout the day for messages from their teachers.
6. Parents should encourage and support their child's work including finding an appropriate place to work and checking that set work is completed by the end of each day.
7. All students have received training in how to access their class TEAMS, which is accessible on all windows computers, Apple computers (e.g iPads and tablets) and smartphones, providing they have an internet connection. Those students accessing TEAMS on a smart device will need to access it by downloading the app
8. TEAMS user guides are available on our website [here \(ashtoncsc.lancs.sch.uk\)](https://ashtoncsc.lancs.sch.uk) and you can watch a YouTube video [here \(youtube.com\)](https://youtube.com).
9. If your child does not know their password for office 365 they can find further information on recovering it on our website [here \(ashtoncsc.lancs.sch.uk\)](https://ashtoncsc.lancs.sch.uk).

Students

1. All class work and homework will be set by teachers using TEAMS, through the student's school office 365. Office 365 can be accessed [here \(office.com\)](https://office.com).
2. All students must follow their normal timetable; lessons will be a mixture of live teaching and set work.
3. Any questions for the class teacher should be submitted through TEAMS.
4. Students must complete all work set. If they have any issues that should contact their teacher via TEAMS.
5. Work should be submitted to the class teacher through TEAMS
6. Students should act on feedback given.
7. You will need some resources at home to complete your work. If you do not have any resources or need additional items, please let school know
8. All students MUST be familiar with the live lesson protocol. If a live lesson is taking place, they must ensure that their mic and camera are switched off. They may be

asked at times to switch on their mic to ask a question but this will be directed by the teacher. They will be able to ask and answer questions using the chat function.

9. In addition to this, some subject areas may ask students to access subject specific online platforms. Some examples of these include, MyMaths, Seneca and Bedrock
10. Teachers will collect in the completed class work and homework through Microsoft TEAMS
11. Where appropriate, feedback will be given through Microsoft TEAMS. Students can then act upon this feedback
12. In the event of a school closure weekly assemblies will be held via Microsoft Teams and our pastoral teams will make regular welfare checks.

Further help

Issues with access to technology and internet

We are working hard to ensure students have access to technology to facilitate their online learning at home. We can provide support with both supplying devices and internet connection issues. If your child is having issues accessing their work, or you have any concerns please contact your child's progress leader.

<u>Year 7 Pbarrow@ashtoncsc.com</u>	<u>Year 9 pbibby@ashtoncsc.com</u>
<u>Year 7 gbarker@ashtoncsc.com</u>	<u>Year 10 jevans@ashtoncsc.com</u>
<u>Year 8 Twaring@ashtoncsc.com</u>	<u>Year 11 Lleach@ashtoncsc.com</u>

Feedback to improve learning

To ensure students know what they are doing well and what they need to do to make progress they will be asked to submit work. In turn they will be provided with timely and frequent feedback. This may be in a variety of forms including digitally-facilitated or whole-class feedback, where appropriate. Feedback may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others.

Additional support for pupils with particular needs

We recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support those pupils individually. If you have any concerns please contact our SENCO using the following email address cparker@ashtoncsc.com

Monitoring remote learning

Student engagement in remote learning will be monitored by subject teachers and pastoral teams. Student engagement may include attendance at live lessons and assemblies, submission of classwork, and communication with staff. We will communicate any concerns regarding engagement in remote learning with parents through telephone or email contact.