March 2020 – Remote Teaching and Learning Policy

Online safety is paramount in the revised delivery of teaching and learning materials during these unprecedented times. All teaching and learning activities are focussed on recall of previously delivered content. Due to differences in individual circumstances teachers are not expected to deliver new subject content. This will reduce the possible misconceptions that can arise. As a result, Aspire Academy has created a limited number of pathways to support students, parent/carers and teachers:

- All students have been provided with access to revision and practice books
- Home Learning guidance and resources are accessible via the academy's website
- Google classroom tasks have been set for a number of subjects where appropriate
- Central email addresses for students, parents/cares to contact teaching staff to request further support.

Before setting online tasks teaching staff should remind themselves of the following questions:

1. What might be going on at a student home? Is everyone well?
2. Home schooling is a new phenomenon for the majority of people and there could be a number of siblings. How might the family be interacting at home?
3. Do students have a computer/access to the internet? What data usage limits may exist?
4. If yes, is this needed for those adults who may be working from home?
5. What are the expectations? Is it realistic that students will manage to follow their timetable each day in the current situation?
6. If we start contacting parents/carers with expectations of interaction what could change at home?
7. We have provided workbooks for students; how could we support this further?

Revision and Practice Books
It is advised that any online tasks set by teachers enable students to make use of the revision and practice books. It would be mindful to appreciate that some students may be spending a significantly increased amount of the day in front of screens, as they seek ways to communicate with family and friends or for home entertainment purposes.

Home Learning via the Academy's website
A student, parent/carer guide to Home Learning is available on the home page of the academy's website. Year group resources are accessed through the appropriate year group home learning and subject buttons. The subject areas provide access to a range of websites that have been selected by teaching staff in line with the academy's online safeguarding policy to support students' learning. These educational websites include a mix of resources including access to educational videos, questions, quizzes and wider revision materials.

Google Classroom
All Google Classroom chat features should be switched off and no video teaching/live streaming of lessons will take place. Digital communications with pupils (email/submitted work) should be on a professional level in line with the academy's online safeguarding policy and only carried out using the official school subject email.

All Aspire students have an email address and Google account to support their studies. These have already been shared with students as they utilise them as part of their in school provision. Subjects within the appropriate year group Home Learning areas of the website have shared the Google Classroom codes for student access.

Email
Central subject email accounts have been created which Directors and Subject Leads have access to. Directors and Subject Leads can email whole year groups of students; however, this should be limited to a maximum of twice a week.

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Online Education – Parents/Carers
Many parents and carers have only a limited understanding of online safety risks and issues, yet they play an essential role in the education of their children and in the monitoring/regulation of the children's on-line experiences. Parents/carers often either underestimate or do not realise how often children and young people come across potentially harmful and inappropriate material on the internet and are often unsure about what they would do about it. "There is a generational digital divide". (Byron Report).

Internet Security
When accessing web sites and before entering any personal information you can ensure the link to that site is secure if:
> • There is a padlock symbol in the browser window frame, that appears when you try to log in or register.
> • The web address begins with 'https://'. (The 's' stands for 'secure').

Assuming these are in place you have accessed a site where the owners have been issued with a digital certificate by a trusted third party. This suggests that information being transmitted is encrypted and protected from being intercepted by their parties. However, a certificate is no guarantee that the owner of the site you are communicating with is who you intended to communicate with so always carefully check the web page address to confirm its authenticity. A skilled developer can easily clone a real web site and use it for malicious or fraudulent.

Here are some simple tips to follow if your common sense tells you something doesn't feel right about a site you are accessing:
> • Check there is a padlock in the browser window or 'https://' at the beginning of the web address, if not do not enter personal information
> • Check for an email, contact number and/or postal address – if in doubt contact them directly to ensure they are authentic
> • Check the web site address – look for typo's, misspellings, digits and characters that are incorrect
> • Web search any site you are suspicious about to see if others have identified it is fraudulent or malicious

This is by no means an exhaustive list of things you should be on the lookout for or steps you can take to protect yourself. Seek advice if you have any doubts!

Additional advice for staying safe online
https://www.nspcc.org.uk/keeping-children-safe/online-safety/

https://www.saferinternet.org.uk/advice-centre/parents-and-carers/resources-parents-and-carers