

**Great Sankey High school**  
**Remote Learning Contingency Plan –**

**What is the expectation?**

We will offer immediate remote education if:

- There are local or national restrictions that mean most pupils need to stay at home
- Individuals or groups of pupils need to self-isolate, but the rest of the school is still open

In the event of the school needing to close or partially close we will endeavour to offer remote education as soon as is practically possible.

**Our Provision**

**Platform**

Our platform for delivering remote learning is **Microsoft Teams**. This is a platform staff, students and parents are familiar with from the covid lockdown period. This is also used daily by students and staff within school.

**Wave 1 - Individuals or small groups of pupils need to work from home but the rest of the school is still open**

All departments have a written curriculum maps for each year group. Work that reflects our taught curriculum is in a sharepoint site called 'Home Study Resources', pastoral staff add students the sharepoint if they are absent from school and need to access work.

**Wave 2 - There are school based, local or national restrictions that mean whole year groups of pupils need to stay at home**

Initially students will be set work via homework assignments on Bromcom. Should the school be closed for an extended period of time, a mixture of assignments and live lessons will be offered.

Students will follow their usual timetable. Where appropriate and where there is sufficient staff capacity, live lessons will be delivered. If a planned live lesson cannot go ahead, this will be communicated home and independent work set instead.

Live lessons will be approximately 45 minutes in duration to give both staff and students sufficient time to transition between teaching classes.

Live lessons will consist of a mixture of teacher input and students working independently as would be the case in a typical face-to-face lesson.

All lessons will be recorded and uploaded into the class Microsoft team. This means that if any students are unable to access a lesson e.g. due to shared devices or want to revisit a part of the lesson, they will still be able to access the lesson.

Students can access Microsoft Teams on any internet enabled device such as a laptop, Chromebook, mobile phone, Xbox or Playstation.

### **Remote Learning: safeguarding Pupils and Staff**

#### **Attendance**

On the days where your child is not scheduled to attend, their attendance record will not be affected.

If the school has reduced capacity, Vulnerable students will be invited into school on a daily basis. Exam years will be prioritised. Year group attendance will be rotated where possible to maintain regular contact of students with school.

If students are unable to attend school for more than a week, weekly welfare phone calls from pastoral staff will take place.

#### **Communication channels**

Parents should use the normal email channels or MCAS to communicate with school.

As always, staff shouldn't communicate with parents or pupils outside school channels (e.g., they shouldn't talk to parents using their personal Facebook accounts, or contact pupils using their personal email addresses or phone numbers).

## **Comments in Streams**

We are currently allowing students to post onto the stream in classrooms, but the comments should only be about school work.

## **Live Lesson etiquette**

Teachers should:

- Record the lesson and make this clear to students that the lesson is recorded
- Sit against a neutral background
- Double check that any other tabs they have open in their browser would be appropriate for a child to see, if they're sharing their screen
- Use professional language
- Ask students to turn off cameras
- Ask students to mute unless responding to a question or asking questions when invited to do so

Pupils Should:

- Have cameras turned off
- Have microphone muted unless responding to a question directed by the teacher or asking a question when invited to by the class teachers
- Sit against a neutral background
- Sit in a shared space in the house
- Dress appropriately