PHS Remote Education Provision: Information for parents and carers

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education if local restrictions enforce school closures or require entire cohorts (or bubbles) to remain at home.

For details of what to expect where individual pupils are self-isolating, please see the final section of this document and separate timetable (on the next page).

The Government has also provided guidance on Remote Learning, which can be viewed here: https://www.gov.uk/government/publications/schools-and-childcare-settings-return-in-january-2021/schools-and-childcare-settings-return-in-january-2021

Embedded within the document are the relevant links and resources to further exemplify each section. The following page has a comprehensive table of them all.

Useful links and resources

Our School's Website	https://putteridgehigh.org/
Our Remote Learning Webpage	https://putteridgehigh.org/remote-learning-0
Our Video Introduction to Remote Learning	https://drive.google.com/file/d/1H6dKAelKv7vn5pKBXyyK25hya3Jsmi2C/view?usp=sharing
The Government's Guidance on Remote Learning	https://www.gov.uk/government/publications/schools-and-childcare-settings-return-in-january-2021/schools-and-childcare-settings-return-in-january-2021
The KS3 Remote Learning Timetable	https://putteridgehigh.org/sites/default/files/KS3%20timetable_0.pdf
The KS4 Remote Learning Timetable	https://putteridgehigh.org/sites/default/files/KS4%20timetable.pdf
The Self-Isolation Timetable (this is updated fortnightly)	https://docs.google.com/document/d/1dJViODoo0ggMkQ-9uSgqaah_Wlv_L3spQetP_8YGp9w/edit?ts=5fcf708e
Contact List	https://putteridgehigh.org/about-us/key-contact-details
A Parent's / Carer's Guide to Remote Learning	https://putteridgehigh.org/sites/default/files/A%20Parents%E2%80%99%20and%20Carers%20Guide%20to%20Supporting%20your%20Child%20with%20Remote%20Learning.pdf
Our Guide to Extended Learning	https://youtu.be/YDKMTkjehnc
The Extended Learning Timetable	https://putteridgehigh.org/home-learning
Extended learning and well-being Links	https://putteridgehigh.org/sites/default/files/Extended%20Learning%20Additional%20Links.pdf
Our Top Tips for Studying at home	https://youtu.be/UNj2aN5plEs
Our pastoral video	https://youtu.be/PsFQWqCl_0w
Student Remote Learning Survey	https://docs.google.com/forms/d/e/1FAIpQLSfknWk2iwwUI-0h4kRw8IsuceuXqs_uzvujSRrA8j_VSTelSA/viewform
Parent/Carer Remote Learning Survey	https://docs.google.com/forms/d/e/1FAIpQLSdTcMeURTM2cCxl5LQItNEaQqSwX1Si_7_GD6z7FrnHE6GupQ/viewform

The remote curriculum: what is taught to pupils at home

What should my child expect from immediate remote education in the first day or two of pupils being sent home?

The foundation of our remote learning system is that all work is set on Satchel One and follows the remote learning timetables we have in place. As a result, there is no difference in the work set from day one to the end of the remote learning period. Our comprehensive webpage on our remote learning systems and protocols can be found here: https://putteridgehigh.org/remote-learning-0

We believe our remote learning systems and protocols to be thorough and are continually working to ensure it is as effectively done as possible, based on feedback from yourselves, students and staff. This means that it may change but when this does occur, both yourselves, students and staff will be aware of this.

Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?

We teach the same curriculum remotely as we do in school wherever possible and appropriate. However, there may be certain topics or subjects for which adaptations need to be made; these adaptations may include teaching a shortened version of a unit of work and removing some of the more challenging elements that require direct teacher support. The taught curriculum in school would then adapt to focus on the content that was removed during any period of remote education so that no learning is lost.

Remote teaching and study time each day

How long can I expect work set by the school to take my child each day?

In line with the government's expectations, pupils are set four hours of remote learning a day. Each year group has a comprehensive remote learning timetable to follow. The link to the timetables can be found here:
https://putteridgehigh.org/remote-learning-0

Secondary school-aged pupils not working towards formal qualifications this year (KS3) https://putteridgehigh.org/sites/default/files/KS3%20timetable_1.pdf	At KS3, students have two hours of core each week and one hour of each foundation subject. In addition to this, we have also scheduled in: pastoral activities, well-being, skills-careers, independent reading and physical activity time.
Secondary school-aged pupils working towards formal qualifications this year (KS4) https://putteridgehigh.org/sites/default/files/KS4%20timetable.pdf	At KS4, students have three hours of core subjects and two and a half hours of options each week. We have also scheduled in: pastoral activities, independent reading, well-being and physical activity time.

Accessing remote education

How will my child access any online remote education you are providing?

We use Satchel One (formerly known as Show My Homework) to set all remote learning. All students are aware of how to access this and prior to remote learning periods, are emailed key information from school. Staff may then provide links to or resources on other platforms, such as Google classroom, revision tools and educational websites (see 'How will my child be taught' below for a list of platforms of learning utilised that your child may be asked to use).

If my child does not have digital or online access at home, how will you support them to access remote education?

All of our students and your children have been asked frequently about access to remote education, including devices, internet and support with work. We have also sent out surveys to you, as parents/carers, and each student during prior remote learning periods to ensure we support each student to the best of our ability and with the resources we have available. As a result, we have in place the following systems and procedures:

- Both students and yourselves as parents can email admin with regards to accessing remote learning, submitting remote learning and contacting teachers/pastoral teams. All contact details are included on our remote learning page or can be found here: https://putteridgehigh.org/about-us/key-contact-details

- Where a student does not have a device, wherever possible, school will lend them a device (a home-user agreement will be signed and student access is monitored to ensure safe practise).
- Where a student does have a device but no internet, school has dongles available to support this.
- Where a student cannot print materials or chooses not to work remotely, school has resources packs to give to them.
- Please do not hesitate to contact us if you as parents/carers or your child needs support at any point.

How will my child be taught remotely?

In line with our timetable and expectations all students have daily subjects and topics to follow. All work is set on Satchel One and should include a recorded element from each subject, to support understanding and engagement. Staff will be available during the allocated time periods on each timetable to answer any student questions, queries or emails. In addition to this, as a result of student feedback, teachers may set but are not restricted to any of the following types of remote learning:

- Google suite of applications (google docs / forms / sheets and slides)
- Worksheets / word documents / powerpoints
- Videos / links / websites e.g. Seneca / MyMaths / Your Favourite Teacher
- Research tasks
- Revision of prior learning
- Accelerated Reader and Star Reader tests (KS3)
- Booklets / printed packs of resources, where applicable.

In addition to work directly set by teachers, your child may also wish to do independent learning and are supported in this process via our remote learning webpage: https://putteridgehigh.org/remote-learning-0

This includes our extensive extended learning timetable, which can be found here: https://putteridgehigh.org/home-learning

Additionally, we have also provided a detailed list of links to well-being tasks and further learning, which can be found here: https://putteridgehigh.org/sites/default/files/Extended%20Learning%20Additional%20Links.pdf

Engagement and feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

Supporting your child with engagement
As a school, we ask that you support your child in their remote learning process and have created 'A Parent's/Carer's guide to supporting your child with remote learning' which can be found here:
https://docs.google.com/document/d/1cEX4T3dMM3uHgxAK70ODbwlswDCZkBZ5ope7msUswGo/edit?usp=sharing

We have also set out a few guidelines for this on our remote learning website, in the initial video on 'Remote Learning' also found here:
https://drive.google.com/file/d/1H6dKAelKv7vn5pKBXyyK25hya3Jsmi2C/view?usp=sharing

Initially, to support your child, please ensure they have:
- Access to a device (contact school via admin if not: https://putteridgehigh.org/about-us/key-contact-details
- Access to the internet (contact school via admin if not: https://putteridgehigh.org/about-us/key-contact-details
- A suitable place to work that is free from distractions

When a remote learning period begins, please also ensure that your child:
- Reads any correspondences from school
- Follows their remote learning timetables https://putteridgehigh.org/remote-learning-0
- Understands the remote learning that has been set and contacts staff / pastoral via the links if not - https://putteridgehigh.org/about-us/key-contact-details
- Utilise the time allocated to submit their work for each subject by the due deadlines https://putteridgehigh.org/remote-learning-0
- Has time for well-being and completes a physical activity each day https://youtu.be/UNj2aN5plEs

How the school will support with engagement
As a school, we will support your child in their engagement through the following strategies:
- Remote learning timetables to aid your child's daily remote learning https://putteridgehigh.org/remote-learning-0
- Work set on the same platform (Satchel One)

- A recorded element to the remote learning, from each subject, to aid understanding.
- Staff will be available during the allocated time periods on each timetable to answer any student questions / queries / emails.
- Contact from school, which may be in the form of email, phone calls, visits from staff or an engagement report (please see the following section on engaging with work for further details).

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

All teachers will check each of your child's engagement with their work and the quality of work within or after each remote learning period (depending upon the situation at the time e.g. two week isolation/bubble or whole-school).

They will then provide an engagement rating from each subject teacher, based on our first class standards and expectations. Every teacher will award each pupil they teach a score from 1 - 'no/little work completed' - to 4 - 'First Class/exceptional engagement'.

These will then be collated across each subject and a report will be shared with you, as parents/carers, at the end of each weekly reporting cycle.

Remote Learning Surveys

In addition to this, students, staff and you as parents/carers will be asked to provide feedback on the remote learning period, including their engagement, after each remote learning period.

All of the responses are then collated, fed back and where applicable, our remote learning systems may be adapted. If your child should rate their engagement as poor, they are contacted by school to understand why and put in place necessary support to improve their engagement. The link to the student survey is on our remote learning webpage or can be found here: https://docs.google.com/forms/d/e/1FAIpQLSfknWk2iwwUI-0h4kRw8IsuceuXqs_uzvujSRrA8j_VSTelSA/viewform

In addition to this, we also ask for your feedback after/during remote learning. This enables us to ensure our systems and procedures are understood, effective and supportive and to substantiate the responses provided by students. The link to the parental/carer survey can be found on our remote learning webpage or here:

https://docs.google.com/forms/d/e/1FAIpQLSdTcMeURTM2cCxl5LQltNEaQqSwX1Si_7_GD6z7FrnHE6GupQ/viewform

Like above, staff are also asked to provide feedback on each remote learning period, through a staff survey, to again ensure that the systems and protocols in place are effective and to enable us to make changes, where applicable.

How will you assess my child's work and progress?

Feedback can take many forms and may not always mean extensive written comments for individual children. Effective feedback may be given, but is not restricted to any of the following forms:

- Whole-class feedback / comments
- Automatic marking of work through digital platforms like: quizzes, forms, spellings
- Individual comments / responses via their teacher on work/through email/other platforms
- Peer feedback through methods like google slides / docs
- Comments on work via methods such as google docs and the comment function
- Recorded elements within subsequent lessons as a result of progress of prior learning.

In addition to this, as outlined above, each teacher will review each students' work and engagement, during each remote learning period, providing an engagement score of 1-4.

Additional support for pupils with particular needs

How will you work with me to help my child who needs additional support from adults at home to access remote education?

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 you as families, and we will work with you during periods of remote learning.

Our SENCO and team have liaised with students who have needs and may need additional support during previous remote learning periods so we are aware of how to support them during any subsequent periods. If you feel you need

support or wish to contact our SENCO and team, please contact us via the contacts list here: https://putteridgehigh.org/about-us/key-contact-details

At present, the following strategies have been put in place to support our students and yourselves with remote learning periods:

- A number of SEND students have been directed to follow an adapted curriculum on Google classroom whereby they can access a vast range of differentiated work for each subject. This classroom is called 'PHS supported home learning'.
- Keyworkers contact their key students twice a week and respond to emails about any concerns that arise.
- SEND students are told to 'stop' completing the work after the designated amount of time and submit their work to mirror the amount of work they would complete in the class.
- EHCP students have all been invited in to work with TA's in their year group hub school area.
- CEV TA's will make daily contact with CEV EHCP students to provide support with their online work.
- EHCP students all have a school chromebook to use at school and at home.

Remote education for self-isolating pupils

If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

Where individual pupils need to self-isolate but the majority of their peer group remains in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school. For these instances, we have a self isolation timetable that individual students, who are isolating, should follow.

Self Isolation Timetable

We, as a school have a self-isolation timetable for individual students who are isolating, which can be found here:

https://docs.google.com/document/d/1dJViODoo0ggMkQ-9uSgqaah_Wlv_L3spQetP_8YGp9w/edit?ts=5fcf708e.

These activities reflect the national curriculum subjects and the work being completed in class, during that term and are updated every two weeks. This timetable is separate to the remote learning timetable.