



Olive AP Academy
SUFFOLK

Olive AP Academy - Suffolk January 2021

Remote education provision: information for parents

This information is for pupils and parents or carers about what to expect from remote education if restrictions require pupil(s) to remain at home.

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

On notification that remote education will need to be put in place for pupils, we will ensure that:

- Where we know pupils have immediate online access, we will make sure that work is set on the digital platform for the following day
- If this is not the case, we will make sure that pupils are given printed learning packs to take home and work from for the first few days.
- Parents and carers will be called the day after they have been sent home to go over immediate plans for remote education.
- Parents and carers and pupils will then be provided with weekly timetables and plans for medium term provision of remote education.

2. 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 aim to teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we will need to make some adaptations in some subjects. For example, Design and Technology where mechanic equipment is used and for PE where there will not be team game situations that involve direct contact).

3. Remote teaching and study time each day - how long can I expect work set by the school to take my child each day?

We expect that remote education (including remote teaching and independent work) will take pupils broadly the following number of hours each day:

Primary school-aged pupils (KS2)	Four and a half hours a day
Secondary school-aged pupils not working towards formal qualifications this year	Five hours a day
Secondary school-aged pupils working towards formal qualifications this year	Five hours a day

Every pupil will have a weekly timetable which will give them all the details about start and finish times, lesson lengths, and what type of lesson it is, e.g. live or recorded etc. All pupils will have at least one live lesson each day if pupils are at home.

4. Accessing remote education - how will my child access any online remote education you are providing?

We will be using Microsoft Teams, GCSE Pod and Class Dojo in our remote education programme. Your child will have logins for these if they need them and we can help with any technical issues.

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

- Wherever possible, we will issue your child with an appropriate device that they can loan from us for the duration of their remote education programme
- Should a family have problems with wifi access and data, we will issue devices that enable an internet connection (for example, a routers or dongle), and support parents and carers to access additional data at no extra cost
- We will make sure that pupils have printed learning packs if they do not have online access – we recognise that some pupils will wish to have these even if they do have online access as they may be able to respond better to information on paper
- We will make sure pupils know how to submit work to their teachers if they do not have online access and we will phone them to provide them with verbal feedback

6. How will my child be taught remotely?

We will use different methods to teach pupils when they are at home. These include:

- live teaching (online lessons)
- recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers)
- printed paper packs produced by teachers (e.g. workbooks, worksheets)
- textbooks and reading books pupils have at home
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences
- long-term project work and/or internet research activities

7. 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?

For remote education to work well, it is important to have the support of parents and carers in helping pupils learn from home.

We expect parents and carers to support pupils to:

- be contactable during the school day – although consider they may not always be in front of a device the entire time
- complete work to the deadline set by teachers
- seek help if they need it, from teachers or support staff
- alert teachers if they are not able to complete work

- follow the behaviour expectations set out by staff when delivering remote learning

We expect parents and carers to:

- make the school aware if their child is sick or otherwise can't complete work
- ask for help from the school if they need it
- be respectful when making any complaints or concerns known to staff

All parents and carers and pupils are provided with acceptable use guidelines for remote education and a home learning guide which set out the expectations in more detail – these are available on our school's website in the remote education section.

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

Once we have done the register for each lesson, school staff will try to make contact with you and your child should your child not have logged on for their timetabled lesson – if we are not able to speak to you and your child, we will keep trying and will carry out a door step welfare visit if we are concerned.

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

Feedback will be completed daily at the end of the day. Staff will expect students to comment on their work and identify ways to improve.

Parents and carers will also be asked regularly about how they are finding the lessons and how they might be improved – we will carry out a regular parent survey to check on progress.

10. 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 families, and we will work with parents and carers to make sure they supported by us. We will work with each individual to identify what are the best ways of helping them learn at home – we understand that there will be a need to try out different things and ideas.

We will also make sure that parents and pupils have the staffing support they need - lessons that are remote or taught within the academy are always supported by an additional adult and numbers in each lesson will be kept small to make sure everyone can get the support they need.

11. Remote education for self-isolating pupils

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.

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

Should an individual pupil need to self-isolate, we will ensure that they have a daily timetable. This timetable will include direct contact from a member of staff at the beginning of the day to go over the timetable and agree the learning objectives for the day, provision of lessons via our digital

platform, recorded teaching, e.g. using Oak National, and setting of tasks through provision of printed learning packs and text books. Feedback will be provided at the end of the day via a phone call or face to face online contact.

12. Getting help with remote education – who can I talk to if I have a concern or questions?

In the first instance please talk to your child's coach or learning support assistant about any concerns you have – they can put you in touch with the right person if they aren't able to answer it directly.

The academy will have half termly parent forums where you can ask questions and take part in discussions around online learning, supporting your child at home, etc

For any safeguarding concerns please contact the Designated Safeguarding Lead for the academy – Judy Lewis