



Remote Learning Policy 2021

This policy should be read in conjunction with:

Behaviour Policy

Safeguarding and Child Protection

Covid 19 Policy

GDPR Policy

ICT Acceptable Use Policy

Aims: This remote learning policy for staff, students and parents aims to:

- Ensure consistency in the Academy's approach to remote learning
- Set out expectations for all members of the Academy community with regards to remote learning

The remote curriculum: what is taught to students at home

We have carefully planned our remote provision so it follows the intended curriculum which is taught in our Academy. The provision may differ slightly for practical subjects where equipment may not be available remotely. Whilst we will try our best to keep it the same for every child where possible, there may be some adaptation due to suitability for remote provision.

How will my child access and submit remote learning from home?

The platform the Academy will use to deliver continuity of education is: Microsoft Teams, accessed via the relevant app or desktop application, or via the following URL: <https://teams.microsoft.com>. However, class teachers may also provide work from other educational sites: Hegarty; Seneca; Everlearn; Oak National Academy; GCSE Pod and GCSE Bitesize. All links provided to these sites will be carefully mapped to the curriculum taught in Academy. Students may wish to access these sites as an additional tool to develop their knowledge on a particular topic.

Work should be submitted to their class teachers by completing the requested activities and then clicking 'turn in' upon completion so the teacher can see it has been returned.

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

If your child does not have the necessary equipment to complete remote learning then you must contact their Pastoral Leader to communicate this. We have successfully supported a number of families with their remote access by:

- Distributing additional laptops to students who don't have access to technology
- Providing routers to students who cannot access the internet
- E-mailing parents and students with guidance and videos of advice to support with accessing Microsoft Teams
- Organising drop-in Microsoft Teams sessions with ICT support and Associate Academy Leader
- Providing on-site provision for vulnerable students

If your child is still unable to access and complete work then the on-site provision at Newark Academy could be discussed with your child's Pastoral Leader.

Remote teaching and study time each day:**How long can I expect work set by the Academy to take my child each day?**

Our provision follows government guidance and work provided should take students approximately 5 hours per day. Some subject teachers may upload the work at the start of the week with clear guidelines of where the next lesson starts to support students with their timetable and to help them manage their time effectively. There are additional House Challenges set which students may want to complete and additional independent study to undertake outside of lesson time. Students may also be directed to additional reading and resource lists to develop their knowledge of a particular topic.

How will teachers be planning and setting work in the event of a national lockdown?

We are committed to continuing high quality teaching and learning provision and our teachers are collaboratively planning lessons, resources and feedback to support all students to ensure the highest level of provision is maintained.

- Teachers are responsible for setting work for their own classes or as directed by their Head of Department. If it is a shared class, the lead teacher will take responsibility and share the progress of the class with any additional teachers.
- Teachers will prepare pre-recorded lessons with audio/video explanation and direct instruction which will appear on the slides of the PowerPoint or on the video provided.
- Teachers may choose to record themselves where they can be seen on screen or they may present modelling of their response via a whiteboard.
- Lessons will be presented following the Newark Academy '5 Golden Threads' Teaching and Learning Strategy.
- Audio/video or 'live' feedback will be given after teachers have 'Read the books'.
- Teachers will then plan the following sequence of lessons based upon the misconceptions or gaps within their learning.
- Teachers will respond to questions from students via email or Microsoft Teams

How will my child be taught remotely?

A blended approach will be used across the Academy to teach students remotely. In all year groups, 7-13, students will follow the designed timetable to ensure they manage their workload effectively. Students will follow a curriculum as they would whilst at our Academy, where possible, so they can develop new knowledge and consolidate previously learnt knowledge and skills from prior learning.

During the national lockdown students will receive carefully planned sequences of learning from each subject to develop their core knowledge and understanding of that topic or unit. The blended approach will consist of one or more of the following:

- pre-recorded lessons which follow our '5 Golden Threads' Teaching and Learning strategy with clear and concise explanation for students to follow
- mini quizzes to consolidate learning so teachers can regularly check understanding
- direct instruction and modelled WAGOLs for students to understand how to produce high quality work
- independent 'My Time' for students to engage in the application task which they will submit and 'turn in' their responses via Microsoft Teams.
- Teachers may also attach links to videos or interactive learning tools from other educational sites which have been carefully mapped into the sequence of learning.
- 'Live' experiences may also be delivered so students receive support through, high quality explanations of the sequence of work, question and answer, modelled examples and feedback sessions which will be held to provide additional contact prior to the submission of an extended application task.

Year 12 and 13

In addition to following the principles outlined above, teachers of NA6 will also teach a blended approach which will consist of 60% 'live' experiences for students and 40% through pre-recorded PowerPoints with audio and video and independent study. Students will also continue with their Study Challenges and EPQ projects.

How will teachers assess my child's work?

Assessment points have been carefully mapped in to the sequence of learning your child is undertaking in all subjects. These assessments will take place in many forms and will not always mean your child will receive personalised comments on their work.

To ensure this is manageable for teachers, effective methods used may include:

- Mini quizzes, multiple-choice questions on Microsoft Forms based on their prior learning and to consolidate their learning of new knowledge
- Targeting questions in 'live' lessons
- Polls in live lessons
- Longer writing questions/application tasks submitted via Microsoft Teams

How will teachers be providing feedback on the work my child 'turns in?':

Newark Academy teachers value the importance of feedback and whilst this may be challenging during remote learning, teachers will endeavour to provide timely and meaningful feedback which will allow your child to move forward with their work. Possible methods may include:

- Providing feedback to students through the 'Read the Books' strategy where a sample of work submitted is read thoroughly to enable staff to provide carefully thought out feedback
- Students will have the opportunity to ask any questions to their teachers via email or Microsoft Teams.
- Students will be provided with a WAGOLL to set the expectation of what content is required and how the response should be structured
- Feedback may appear in a variety of forms including individual comments in Microsoft Teams, assessments/marks and whole group feedback or specific questions should be responded to via email or Microsoft Teams.
- Feedback will be given live or will have audio or video narrative to explain the success and areas of improvement.
- Once a sequence of learning has been taught, students will need to engage in a DIRT activity.

What connection will my child have with their Crew Leader or other teachers?

We are committed to maintaining the connection between staff and students at Newark Academy. We feel it is important to connect weekly with every child to ensure they have had contact with a member of staff.

- Each week your child will be invited to a live assembly on a Monday morning with their Achievement Leader to outline the week ahead and provide any notices.
- Crew time will also take place once a week where your child will be able to discuss any work or well-being issues.

Students will be informed when any 'Live' lessons will take place on their Academy timetable but also reminded via email and automated text messages to parents.

Will my child receive live lessons to engage with a class teacher?

We will be timetabling weekly live lessons for your child to engage with on Microsoft Teams. Live sessions can be helpful for your child to communicate with their class teacher. These sessions will be scheduled so students can discuss any of their class work and ask questions in 'real time'. Live lessons will enable teachers to deliver new knowledge and students may then follow some activities structured in class. They will be given time to respond to these tasks. Your child might be sent a Microsoft Form prior to the lesson to enable them to ask specific questions to their class teacher, these will be answered within the timetabled session and 'live' worked examples then provided by the class teacher during the live lesson. If students do not complete the Microsoft Form prior to the session the teacher will focus on the known misconceptions within the subject and address these. Students will then apply the knowledge and skills taken from the session to complete the application task set, or improve previously submitted work. Your child will also be able to ask work related questions in the conversational feed in Teams.

Pastoral and Inclusion Teams

How will my child be supported when learning remotely?

We recognise the difficulties for some students who have special additional needs and we acknowledge that some families might require further support to ensure their child is engaging positively with their remote learning.

Both the Pastoral and Inclusion Team are available to support remote learning if some students find it difficult to engage with learning at home. Vulnerable students and students that have an EHCP will receive weekly contact to support student wellbeing. Differentiated work/timetables will be put in place where appropriate to maintain student engagement in education with our on-site provision for keyworker children and those children working remotely. All students and parents are able to follow normal Academy procedure and contact their class teachers or Crew Leaders with concerns or if in need of extra support.

Our SENCO works alongside our Pastoral and Inclusion Team to ensure high levels of engagement are achieved for all learners and that progress is monitored.

Remote Education for students who are self-isolating

My child is self-isolating from the Academy, what should they expect to do whilst working remotely?

Once students return to our Academy, it will be important that remote education remains accessible to any students who are required to self-isolate. On the initial day of self-isolation, your child will receive an email containing links to core lessons of English, Maths and Science which relates to the intended curriculum being taught in Academy. These lessons have been carefully mapped by the Head of Department and is a continuation of the programme of study that would be followed in Academy. Additional PowerPoints and resources for some subjects may also be uploaded on to your child's Microsoft Teams account.

The schedule will outline 10 days of work (or enough days to cover the self-isolation period) along with well-being activities including physical activity and 'The Day', guided reading, allowing students to keep up to date with weekly current affairs.

Teachers will respond to any questions students send via emails and work completed, where possible, should be written in the exercise book provided by the Academy. A picture should be taken of this work and uploaded on to Microsoft Teams to their class teacher.