



Remote Learning Guidance for Parents

Reviewed 17/03/20

What is remote learning?

Remote learning allows students to be taught beyond the classroom by accessing tasks online. This allows them to learn through a guided study programme set by their teachers.

A remote learning task could include:

- An extended task over a series of lessons
- Worksheet and questions
- Background reading or supporting materials
- Assessment opportunities
- Past Papers, model answers and solutions

When will students be set work?

Students will be set work to complete in line with their usual timetable during a School day. Staff will aim to be available during the lesson to support them via the *Results* feature of Show My Homework.

Students will be asked to complete written work in their exercise books/files unless the work is to be assessed. **Please could parents ensure that this work is being completed?** Students should now have their exercise books/files in their possession in case of a potential School closure. Teachers will not therefore be taking in students' books/files and will use different methods of assessing work whilst the School remains open.

How will their work be assessed?

Students will not be asked to submit work every lesson. The work that they will be required to submit will be made clear to them by their teacher.

Work to be assessed will be completed digitally and submitted using the Show My Homework *Submit* feature. Assessment may also be via Moodle, online assessments/quizzes or via testing upon School re-opening.

It is recognised that, at times, students may have limited access to technology at home, especially if they have a number of siblings vying for access. Students should, nonetheless, aim to complete the task as soon as possible. **Please can you ensure that your son/daughter informs their teacher via the Show My Homework *Results* feature if they are unable to complete work for any reason.**

What about homework?

During a closure we will suspend the normal homework timetable. Students will only be asked to complete the remote learning work set by staff on Show My Homework.

How do I contact a member of staff?

In the event of a School closure, email will be the main source of communication between staff and it is therefore important that these lines of communication remain clear. **Students have been asked avoid contacting staff via email** and use the Show My Homework *Results* feature to raise queries about their remote learning.

If you need to contact a teacher, you can continue do so via the member of staff's email address. Addresses are prefixed by the member of staff's initials followed by @kes.net and are also available on the School website.

Teachers may be required to work from their homes. **Please do not expect an immediate response to any communications as you cannot be certain that the member of staff is in the position to do so due to their personal circumstances.** A member of staff may be ill themselves, they may be placed into isolation, or may be required to care for a member their family which affects their ability to provide remote learning or respond to emails.

What if my son/daughter is ill?

If your son/daughter is ill whilst the School is closed, they should inform their teachers via the Show My Homework *Results* feature if they are unable to complete the work set.

Can I access Show My Homework to support my son/daughter?

All work will be set on Show My Homework which can be viewed by using the link provided on the School website homepage, with or without the need of a log-in. Your son/daughter has a personal log-in which automatically filters the website to only show their classes and allows them to submit work using the *Submit* feature.

What if we do not have access to the internet at home?

If you do not have access to the internet at home you should contact Mr McCrink via the School Office, please.

Difficulties in accessing Remote Learning

If your son/daughter is having difficulties in accessing any aspect of remote learning, they should contact the following staff via email or through the School Office:

Show My Homework	Mr Randall (rjr@kes.net)
Moodle	Mr McCrink (sm@kes.net)
Email	Mr Clarke (aac@kes.net)

What about the GCSE and A Level Examinations?

The advice of Ofqual, the examinations regulator for England, is to continue to prepare for examinations and other assessments as normal. This will be reflected in the remote learning set.

What if I have a safeguarding/well-being concern?

If you have a safeguarding concern, you are reminded that Mr Mills is the Designated Safeguarding Lead (pem@kes.net)

Students should be mindful of their own mental health whilst working at home without the usual interactions. We encourage them to maintain an appropriate level of digital contact with their School friends.

Whilst working at home they should:

- Limit the length of screen time to 50 minutes per hour
- Take regular breaks where they should exercise.
- Sit at a desk or table and not complete work lying down
- Follow departmental Twitter feeds for enrichment and extension activities.

Please contact Mr Mills if you have any concerns about your son/daughter's well-being so support can be put in place.

Will staff be in School?

Dependent on government advice, we will aim to have a skeleton staff in School.

Please note that the Headmaster will send a daily Update to parents during any closure.