# KEJ Remote Learning Provision

## Remote education provision: information for parents

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education where national or local restrictions 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 page.

## The remote curriculum: what is taught to pupils at home

A pupil's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote teaching.

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

Initially, KEJ students will be required to refer to their school e-mail accounts and Firefly for details of work being set by their teachers. Parents will be communicated with via email and the school's digital communication platforms.

Having prepared for potential returns to remote education, the KEJ children are familiar with a range of teaching and learning platforms, the school intranet and communication methods which their teachers will deploy immediately to prevent a break in the continuity of their education.

Face to face communication via MS Teams will commence within 48hours of a move to remote education.

### 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?

At KEJ we teach the same curriculum remotely as we do in school wherever possible and appropriate. We may need to make some adaptations in some subjects. For example, practical subjects are being taught in such a way as to avoid reliance on workshops and specialist facilities. Curriculum innovation takes place wherever the children's usual access to specialist facilities or teachers is not possible when they are learning remotely but the breadth and depth of the curriculum will be maintained.

# 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:

| Key Stage 1 | |
|---|---|
| Key Stage 2 | Years 3 and 4 have a timetable of lessons between registration at 0845 and the end of the remote school day at 1545. This timetable mirrors their usual timetable at school when learning on site. <br><br> Year 5 and 6 also follow the timetable above but their access to specialists staff and differentiation by being taught in sets is maintained when they are working remotely. <br><br> There are a range of optional enrichment activities provided beyond the usual timetable of lessons, which are accessed remotely. |
| Key Stage 3 and 4 (Years 7&8) | Year 7 and 8 students have a timetable of lessons running from their morning online registration at 0845 through to 1630. Year 7 and 8 students continue to have access to all their specialist teachers and lessons when working remotely. <br><br> There are a range of optional enrichment activities provided beyond the usual timetable of lessons, which are accessed remotely. |

# Accessing remote education

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

All KEJ students will make use of:

School email

Firefly (The school's intranet)

Office 365 tools—Word, Excel, PowerPoint, Sharepoint, Publisher etc

OneDrive files and folders

Years 3-6 make use of shared files or folders within OneDrive

Years 7 and 8 make use of OneNote workbooks in addition

Century Tech for all year groups

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

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

In KEJ we have established that all students require access to online learning during our normal operation. This is required to complete some homework tasks, to use our online learning platforms and to submit work. Due to the existing requirement that students have access to online materials and resources, few are expected to require support with hardware or internet access during remote learning.

Should support be required, it is offered in the following ways:

- Short term loans of laptops may be arranged with the Head of Computing and Digital Innovation at KEJ. Any loaned devices would be allocated based on need.
- At KEJ there is an expectation that internet access will be provided for students by parents and carers when they are working remotely. Where this is an impossibility, the school's onsite provision would provide support for the student concerned.
- If printed materials are required by students at home who do not have printing facilities, they will be produced at school and sent by mail. Online tasks will not generally be set to require printing.
- For any students unable to submit work online for marking or feedback, work may be sent to KEJ for distribution electronically to teachers.

## How will my child be taught remotely?

We use a combination of the following approaches to teach pupils remotely:

- Live teaching, tutoring and pastoral meetings via MS Teams
- Recorded teaching via links sent to students as part of their Firefly tasks
- Printed paper packs produced by teachers for younger students in KS2
- Online textbooks and reading books along with materials the pupils will have at home or been sent to home
- Century Tech – Maths, English and Science guided learning using AI to differentiate content for the students
- A range of commercially available website supporting the teaching of specific subjects or areas, including video clips or sequences
- Some longer-term, guided project work and/or research activities supporting thematic learning

# 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?

- KEJ expectations for pupils' engagement with remote education are broadly in line with the usual expectations of the school. The full timetable is being offered to KEJ students and any deviation from this should be agreed through a child's Tutor if felt to be necessary.
- Students will be required to be in attendance or offer apologies if unable to attend lessons.
- Students may require support to be ready for the start of the school day at 0845 and we hope that parents and carers will assist the children in building a successful routine throughout the day to support remote learning.
- Parents and carers are encouraged to use email to communicate with teachers when supporting a child with their remote learning and to help students engage in meaningful dialogue via email or Teams with their teachers.

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

All KEJ students will be registered on a daily basis and have their attendance monitored in all lessons. If there are concerns that a pattern of attendance is showing reluctance or inability to engage, school will contact parents or carers and the student by email to discuss how to intervene and support more effectively. If the initial contact does not prompt more engagement, a telephone call will be made by a member of KEJ SLT and a plan agreed.

At least once each half term, parents and carers will receive Grades via the school's electronic communication system. These Grades are specifically about each student's engagement with remote learning.

## 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. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our approach to feeding back on pupil work is as follows:

The use KEJ students make of shared folders, files and Onenote within Office 365 allow teachers to comment in writing, in real-time, and assess the work being completed remotely by our students.

In addition, our use of some commercially available platforms, such as Century Tech, allow teachers access to granular assessment data to guide formative assessment of the students' needs.

Longer term pieces of work may be submitted or uploaded electronically and will be assessed as they would be, were they handed in at school. Students should expect the usual levels of feedback on their work during any periods of remote learning.

# 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 support those pupils in the following ways:

The KEJ Learning Support and ESOL provision will continue to be offered remotely.

Learning Support sessions will be offered in the following ways:

For older KEJ students the daily virtual drop in via Teams for any students for whom some additional one to one or group support may be beneficial will be offered. These sessions mirror the usual drop-in sessions offered when the school is operating normally.

Within lessons LSAs offer some support alongside the KEJ Learning Support Coordinator. These adults work in Teams break out rooms or with small groups in a supportive role within the main lesson. The work completed is coordinated by the teacher of the lesson where support is being provided.

The specialist ESOL provision at KEJ continues according to the timetable in operation when the school is running normally. For any ESOL students who are being taught in different time zones, more individualized support lessons are scheduled to accommodate those students' needs.

# 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?

The remote education outlined previously is similar to that offered to any students self-isolating.

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