

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?

All students can access their remote learning curriculum via Google Classroom (<https://classroom.google.com>). Your child must sign in using their school username and password to access their classrooms. They can also access their Google Classroom from the KAA@Home homepage (<https://sites.google.com/a/kaa.org.uk/kaa-student-portal/>).

Please click here for a short video guide to KAA at Home:
<https://www.loom.com/share/2f085979d8e8435dbf5cd03498eb854f>.

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 during a lockdown as we do in school - wherever possible and appropriate. However, we have needed to make some adaptations in some subjects. For example, in practical subjects such as PE, Dance, Music, Drama and Design Technology, where students might be required to complete more theory work as it is not practical to deliver practical lessons without access to specialist resources and facilities.

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 3	4 hours of lessons per day, plus a catch up and tutor time hour each day.
Key Stage 4	6 hours per day, as per normal school timetable
Key Stage 5	24 hours per week, as per normal school timetable

Accessing remote education

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

The following platforms are how the majority of remote learning are offered:

- Google Classroom (<https://classroom.google.com/>)
- KAA@Home (<https://sites.google.com/a/kaa.org.uk/kaa-student-portal/>)
- Google Meet (<https://meet.google.com/>)

Specific subjects may also set work on subject-specific platforms for homework, including (but not limited to):

- Hegarty Maths (<https://hegartymaths.com/>)
- Kerboodle (<https://www.kerboodle.com/>)
- Seneca (<https://senecalearning.com/en-GB/>)
- ActiveLearn (<https://www.pearsonactivelearn.com/app/Home>)
- Memrise (<https://app.memrise.com/signin?next=/home/>)

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:

- Parents can request a chromebook loan by emailing info@kaa.org.uk with the name and year group of their child. A member of staff will then contact you to arrange a laptop loan.
- Parents can request help with access to the internet by emailing info@kaa.org.uk with the name and year group of their child. A member of staff will then contact you to arrange the loan of a government-provided Wifi Hub or by applying on your behalf for your mobile network provider to increase your child's data allowance.
- If pupils require any printed materials the school will print and deliver it, however the vast majority of remote learning is done digitally.

How will my child be taught remotely?

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

Online lessons for all year groups can be accessed through Google Classroom. Students should log on to their usual KAA account and open KAA@Home. Here they will then find a 'Google Classroom' link which says 'click here for timetabled lessons'. Once inside, students should visit the subjects they have that day and complete the lessons according to the above timetable.

Most **Year 7-9** lessons will be presented as a set of slides or a video to watch. Students may also have to open separate documents to complete independent tasks. When work has to be handed in, students should upload it through Google Classroom by using the 'hand in' function.

Students in **Years 10-13** will receive a 'Google Meet' link (invitation) for each of their timetabled lessons via their Google Classroom. They should click on that link at the start of the lesson (which will be at either 9:00, 9:55, 11:30, 12:25, 14:00 or 14:55) and take part in the lesson. In order to make these lessons effective, students should have their computer sound and camera switched on, and be sat somewhere free from any other noise or distraction. Mobile phones should be switched off and put away.

Please click here for a short video guide to KAA at Home:

<https://www.loom.com/share/2f085979d8e8435dbf5cd03498eb854f>

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?

Our expectations for students are:

- The KAA @ Home day starts at 9am and finishes at 2.30pm for Key Stage 3 and 3.50pm for Key Stage 4/5 students.
- Students should attend all lessons on time and complete the work to the best of their ability, contacting their class teacher if they need additional support.
- All students should access their email to check for communication from their Director of Learning, classroom teachers or tutor before their first lesson of the day and then regularly throughout the school day.
- Students should check their timetable to ensure they are clear on the lesson they are to start the day with. For Key Stage 3 students their remote timetable is different to their usual timetable at school, for students in Key Stage 4/5
- Students should be working in a quiet space free from distractions.

How parents can support their child's remote learning?

- Encourage your child to give you their mobile phone during the day to avoid distractions from social media.
- Check their progress during the day.
- Engage with teachers and pastoral staff when they contact you about concerns with your child's progress or engagement.
- Each week Directors of Learning send out a rewards email, please do praise your child for their progress and successes.

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

In this section, please set out briefly:

- Students' attendance at live lessons via "Google Meet" is recorded on our registers and we will contact parent/carers where there is an attendance concern. Staff will also log any missing or incomplete work and contact home where this happens on multiple occasions.
- For pre-recorded lessons teachers will check students' engagement through their classwork. Incomplete work or no attempt at classroom and homework will be logged by teachers on a student's record.
- Our pastoral team will contact parents via telephone and / or email to discuss concerns with engagement and attendance to lessons during 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 through pre-recorded or live lessons addressing misconceptions or areas of difficulty.
- Quizzes marked automatically via digital platforms
- Individualised feedback via email or a 1:1 Google Meet with a teacher where appropriate

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:

- Offering a place at our Contingency School for parents who prefer for their child to attend school and have in-person support. Students with keyworkers will continue to be supported by a Learning Support Assistant if they are learning remotely or in the Contingency School.
- Your child's LSA joining a live Google Meet lesson and having a breakout room with their student to provide support privately when needed.
- Your child's LSA or Learning Mentor inviting your child to a Google Meet so they can work through a pre-recorded lesson together.
- Your child's LSA or Learning Mentor may organise 1:1 Google Meets with the student to support with work during the "catch up" periods in the timetable

If you think your child would struggle to engage with remote learning, you can contact the student's Director of Learning to discuss attending the Contingency School with onsite support. If your child has an EHCP we will contact parents at the start of lockdown to offer this support.

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?

If individual students are isolating their lessons will be uploaded to Google Classroom (<https://classroom.google.com>) for the student to work through at their own pace. Unfortunately we cannot provide pre-recorded or live lessons in the same way as during lockdown due to staff being in the classroom teaching throughout the day.

For the first 1-2 days of isolation they may need to wait for their teachers to be informed they are absent and upload their lessons after they have finished teaching in school. However, students will immediately be able to access the department pages of KAA@Home (<https://sites.google.com/a/kaa.org.uk/kaa-student-portal/department>) to access revision and resources for learning.

Individual students isolating **should follow their normal school timetable**. If any lessons are missing they should email their class teacher directly.

Students should complete their work via Google Forms / Google Docs or in their exercise book as normal, and teachers will mark and provide feedback in the normal way.