

Policy Name:	BCCS Remote Education Provision: Information for Parents	
Review Cycle:	<i>TBC depending on context of school closure/rotas</i>	
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Link Governor:	Keith Norton	
Approved by:	Paul Atkins (Head Teacher) Esther Messinger (Deputy Head Teacher)	Date: Jan 23rd 2021

Date	Summary of Changes
dd.mm.yyyy	<i>High level detail only</i>
09.02.21	Changes to the platforms for delivery of live lessons, use of cameras during live lessons and the use of recording functions. Change of Link Governor to Keith Norton.

BCCS Remote Education Provision: Information for Parents

Bristol Cathedral Choir School is shaped by the Christian vision: ***Gathered together, that all may thrive***. Underpinned by the core values of **kindness, courage and hope**, all students are encouraged to discover and achieve their full potential. BCCS is a community that values and celebrates diversity in which everyone has a unique role to play.

Home learning and remote teaching has become necessary for student progress at the time of the global pandemic. This document is intended to support understanding of what students, parents and carers should expect during this period of school closure or student isolation relating to coronavirus (COVID - 19).

BCCS aims & objectives for remote education provision:

- *To ensure our students receive quality learning opportunities whilst experiencing the impact of COVID - 19.*
- *To address, and challenge where possible disadvantage which is linked to student isolation and home learning.*
- *To allow learning and teaching at BCCS to be meaningful, motivating and manageable, with a core emphasis on subject knowledge, communication and positive relationships.*
- *To promote wellbeing and safeguarding of students.*
- *To support the natural development of independent study skills.*

1. Remote curriculum, learning styles and daily provision
2. Access to remote learning
3. Online learning expected behaviours and safety
4. Attendance and engagement
5. Learning support
6. Assessment and feedback
7. How can you help at home?

1. Remote Curriculum, Learning Styles and Daily Provision

We will continue to provide a broad, balanced and knowledge-rich education for all learners during the remote learning period. Adaptations have been made in some areas to ensure this is still the case in an online environment, with practical and heavily resources curriculum subjects such as Science, Art & Design and Physical Education making the most significant adjustments. For

example in Science students will experience experimentation through teacher modeling; in Art & Design students will be developing skills of animation & media based design whilst exam groups will be able to collect resources from school to support completion of projects at home; in Physical Education students are led by video and live demonstration. Details of curriculum programmes of study can be found in the subject pages on the school website under the 'Learning' section.

During this time we will be responsive to our students' learning styles as we continue to refine our teaching approaches. Teachers will use a range of techniques whilst delivering online live lessons. To support live teaching school staff may direct students to use pre records, reading books, audio books, online literacy and numeracy tools, specialist websites, video clips, academic texts and articles.

We expect that students will be learning for a minimum of five hours a day. The table below outlines the particulars of learning provision for students in each year group:

Year Group	Home Learning for your child	Communication & Technology
Year 7 & 8	<p>Tutor time will take place at 8.40am and be led by your child's tutor or Head of Year who will outline the learning plans for the day ahead.</p> <p>Your child will have two/three live online lessons and further learning set for the remaining two lessons. These lessons will be selected so that students benefit from the range of their curriculum subjects.</p> <p>Homework may be set only to support online learning, and will promote learning away from a screen. Your child may be asked to prepare for a lesson online or to complete Lexia/reading for pleasure tasks.</p>	<p>Students will use their google classrooms to access their work and links for the live lessons. Students have one google classroom for each subject.</p> <p>Live lessons are delivered using Google Meets.</p> <p>Parents and carers will receive email updates of the work your child has been set on Google Classroom as per the invite email.</p>

<p>Year 9, 10 & 11</p>	<p>Tutor time or an assembly will take place at 8.40am and be led by your child's tutor or Head of Year who will outline the learning plans for the day ahead.</p> <p>Your child will have five live online lessons and will follow the normal timetable pattern.</p> <p>Homework will be set only to support online learning, or revision for assessment whilst promoting learning away from a screen. Your child may be asked to prepare for a lesson online, revise a topic or to complete Lexia/reading for pleasure tasks.</p>	<p>Students will use their google classrooms to access their work and links for the live lessons. Students have one google classroom for each subject.</p> <p>Live lessons are delivered using Google Meets-</p> <p>Parents and carers will receive email updates of the work your child has been set on Google Classroom as per the invite email.</p>
<p>Sixth form</p>	<p>Students will have one Tutor session every week (Monday/Tuesday for Y13; Wednesday/Thursday for Y12) and additional assemblies as required. They will be led by their tutor, giving students a chance to connect with one another and the pastoral support in place for them.</p> <p>All of your child's lessons will be live and will follow the normal timetable.</p> <p>Personal study in 'independent study periods' should continue. Our students are still in full-time education; work will be set for them to complete in these periods and students should take advantage of this time to extend beyond the curriculum as guided in subject-specific plans.</p>	<p>Students will use their google classrooms to access their work and links for the live lessons. Students have one google classroom for each subject.</p> <p>Live lessons are delivered using google meets.</p> <p>Parents and carers will receive email updates of the work your child has been set on Google Classroom as per the invite email</p>

2. Access to Remote Learning

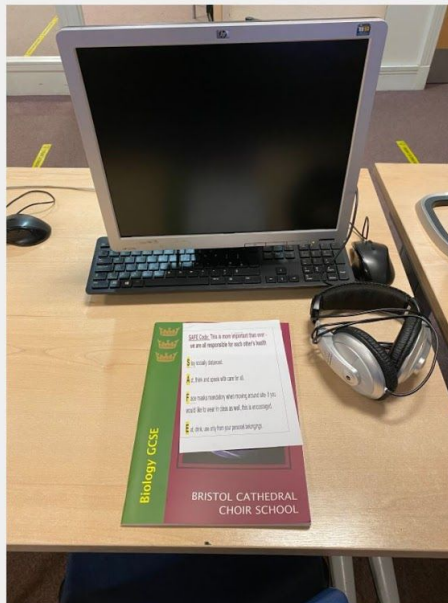
We recognise that some pupils may not have suitable online access at home and ask parents to contact their child's tutor if they need support with this. To fully participate in remote learning our students should have access to a computer, internet access, a microphone, stationery & paper.

My ideal workstation...

...includes a computer, headphones, microphone and note book.

...is set up so that I am sat comfortably and can use the keyboard with ease.

...is used for part of my day, I ensure that I take breaks, eat well, rest and rise early.



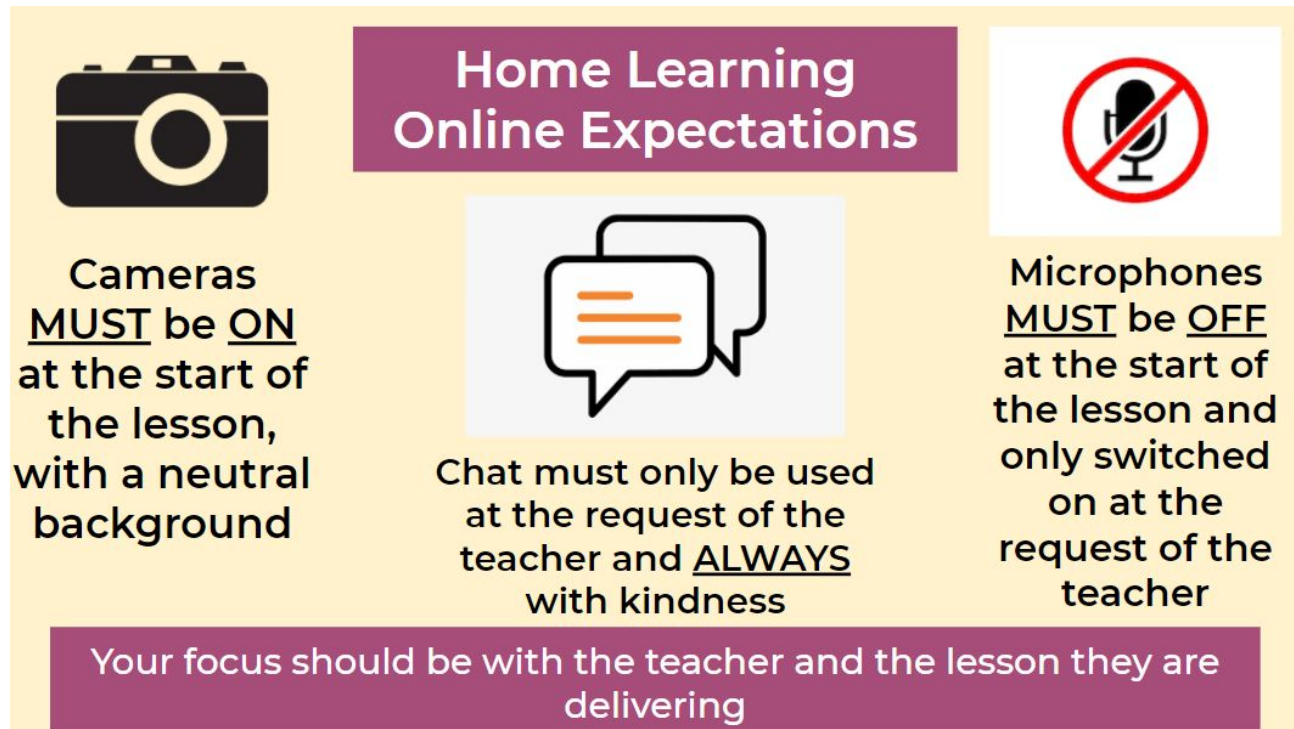
...is located in a quiet and calm environment that allows me to focus.

...is free from clutter and distractions.

...is left tidy and clean after every use, ready for the next day.


3. Online Learning Expected Behaviours and Safety


When online students are expected to treat the online learning environment with respect and ensure they are demonstrating good e-safety practices as shown in the graphic below. Students are asked to use microphones and cameras during live lessons to encourage connection and challenge isolation, whilst supporting teachers to engage and assess students learning.




The graphic is titled "Home Learning Online Expectations" in a purple banner at the top. It features three columns of information. The first column has a camera icon and text stating cameras must be on with a neutral background. The second column has a chat icon and text stating chat must only be used at the teacher's request and always with kindness. The third column has a microphone with a red prohibition sign over it and text stating microphones must be off and only switched on at the teacher's request. A purple banner at the bottom states that focus should be on the teacher and the lesson.

Home Learning Online Expectations


Cameras MUST be ON at the start of the lesson, with a neutral background


Chat must only be used at the request of the teacher and ALWAYS with kindness


Microphones MUST be OFF at the start of the lesson and only switched on at the request of the teacher

Your focus should be with the teacher and the lesson they are delivering

Safety for our young people when working online is our priority; please do not hesitate to contact your child's tutor should you have any questions or concerns.

4. Attendance and Engagement

We expect all students of our community, when they feel well, to be able to engage in home learning and remote teaching so that our students can continue to thrive academically. If a student is unwell we ask that parents and carers contact the school through the usual absence line. As part of our provision and to support students who are unable to attend live lessons due to illness, teachers may utilise the record function on GoogleMeet. Recordings will capture the teachers screen and audio, files will be stored on the schools secure server and only shared with students through Google Classroom as appropriate.

Student attendance to live lessons is monitored by tutors and teachers through the normal registration process. If daily attendance is a concern a text message will be sent home.

Engagement, effort and progress will be tracked by the classroom teacher through contributions to live lessons and the quality of completed work. Rewards are issued by Heads of Year to recognise exceptional work. Parents and carers will be contacted by the school through email or telephone on a weekly basis if there is a concern. Teachers will be in regular contact with students via school email - parents and carers are encouraged to discuss these communications at home.

5. Learning Support

Where a student has additional learning needs, such as those detailed in an EHCP an assigned member of staff (key contact) will be in regular contact with the student to support remote learning. The key contact is likely to be the familiar Learning Support Assistant or Pastoral Support Leader. Students in Year 7 and 8 with additional learning needs are offered a timetabled weekly learning support session.

6. Assessment and Feedback

Assessment and feedback is a central part of teaching and can take many forms; it will vary from subject to subject and for individual students. Whilst delivering home learning teachers will make use of their extensive understanding of assessment and feedback tools to ensure students are making progress.

Your child will receive feedback on their learning from their subject teachers at least weekly, using the following approaches:

- Verbal feedback during live lessons
- Written or verbal, recorded feedback on submitted work
- Whole class feedback through sharing of model work
- Online self-marking quizzes
- Recorded tutorials

Students will complete formal assessments according to the curriculum schedule. These will be marked by the teacher and feedback given in line with our existing assessment policy.

7. How can you help at home?

Your support is vital during remote learning in:

- helping students to maintain positive and healthy routines; sleeping well and rising early, eating healthily and following the structure of a normal school day.
- helping students create a calm study environment if at all possible, free from as many distractions as possible e.g. mobile phones and social media.
- helping students to review their work by having conversations with them about their online learning experiences.