

Expectations around Remote Learning

OUR OFFER

This document will provide you a detailed overview of what we will be providing for our pupils. Each section is clearly explained and step by step guidance will be given throughout the document.

As a school, we will provide a minimum of 4 hours teaching and learning time each day with additionalities throughout the week for pupils to access. As the weeks continue, we will be increasing our offer to best suit the needs of our children and families.

The 4 hours will be made up of the following:

Daily Diet		
2 x hour	Live Teaching + Follow up activity	<p>Direct live teaching on screen using teams. 2 x 30-minute live sessions – one Maths and one English.</p> <p>2 x 30-minute assignment set via Teams which the children will be expected to complete online. These are tasks that are expected to be completed after the 30-minute live sessions and will link directly to the live teaching.</p> <p>FS2 – Live teaching only KS1 + KS2 – Live teaching and assignments</p>
1 x hour	Assignments	<p>2 x wider curriculum assignments set per day. Each of which should take approximately 30 minutes for children to complete independently. Again, they will open and edit online and 'turn in' once complete.</p> <p>These will be either Science, DT, Art, Geography or History.</p> <p>KS1 and KS2 ONLY</p>
1 x hour	Independent learning	<p>Directed time for children to complete the Blended Learning Plans created by individual year groups which can be found on the school website.</p> <p>These consist of English, Maths and the Wider Curriculum.</p> <p>All year groups from FS2-Y6</p>
Additional Per Week		
30 mins	Session Recordings	<p>2 x recordings per week of a wider curriculum area. These recordings will be a maximum of 15 minutes long.</p> <p>These sessions are sessions where we will 'talk' to the screen as if the children are there.</p> <p>These will be a mixture of reading, spelling, PE, PSHCE, RE, art, music, science, ICT.</p> <p>All year groups from FS1 to Y6</p>
1 x hour	NearPod allocations	<p>Each week, we will allocate 3 NearPod activities to the children within our class via Teams.</p> <p>This will be done through the 'Student Paced' option so that these do not disrupt the live teaching timetable.</p> <p>These cover a wide range of the curriculum.</p> <p>Y1-Y6 only</p>

Teams uses the work 'Assignments.' These are activities which have been planned by teaching staff in the style of our usual teaching. These are **NOT** tests.

Live Teaching using Teams.

2 x 30 min sessions and 2 x 30 min activities

Each day, all year groups from Y3-Y6 have been allocated 2 x 30-minute teaching slots. Y1 and Y2 have either 1 or 2 slots, day depending. FS2 have 1, 30 min teaching slot per day.

One 30-minute slot is for an English session and one for a Maths session. Once these sessions have ended, children will be directed to the 'assignment' which will be allocated to them on Teams. Children will open this document, edit and complete online and then 'Turn in' which means send it back to their teacher. If you have had a conversation with your child's teacher about not being able to edit online, a workbook will be provided. If you have a laptop, table, computer or PlayStation/Xbox with a detachable keyboard you should be able to complete this.

Teachers will then check children's learning as it is sent back. This enables us to monitor who has completed the tasks and who hasn't. For those children who cannot edit and return assignments online, there will be an expectation that evidence from these sessions is brought back into school, when schools reopen.

Each assignment will be on an editable word document and will be differentiated appropriately. Your children know whether they usually work on a 1,2- or 3-star activity so will be able to identify which task is for them. If your child is struggling with an activity we would encourage them to move down a star to build confidence before trying again.

We appreciate that small parts of the input live teaching may be challenging for some children but all activities set via the assignment will cater to all children's needs.

For most Live Teaching sessions, children will need access to paper and a pencil.

All assignments will be set with a 48-hour time limit to complete. This gives the pupils sufficient time to complete if sharing ICT equipment with siblings.

Live Teaching sessions will be for FS2 – Y6

Follow up assignments will be allocated to Y1-Y6

Assignments

2 x assignments per day linked to the wider curriculum

As well as the 2-x assignment described above, we will also provide 2 assignments linked to the wider curriculum. These again, will be on a A4 editable word document and will be opened, edited and uploaded in the same way as explained above. These activities will be purposefully planned to support those children who will be completing the activity in a work book and not online. We **do not** expect families to print worksheets.

These sessions will include Reading, Science, DT, Geography or History.

See step by step below on how to find, open, edit and 'turn in' the assignments.

All assignments should be set with a 48-hour time limit to complete. This gives our children sufficient time if sharing ICT equipment with siblings.

Assignments will be allocated to Y1-Y6.

Independent Learning time

We have the expectation that the children will work independently for 1 hour per day. The children will use the Blended Learning Plan which have been put in place as a school and will be available on the school website from the afternoon of Friday 8th January 2021. These take the same form as the plans used during the previous school lockdown. These are tailored to each individual year group and cover the English, Maths and the wider curriculum objectives that would have been taught during the Spring term.

All of these activities will be done in books or on paper.

Evidence of this does not need to be sent back to school each day, but we will encourage children to bring in any evidence they would like to show us when we return back to school.

The Blended Learning Plans include approximately 10 Literacy and 10 Maths sessions, plus 30 wider curriculum activities.

All year groups from FS1 to Y6 have been allocated Blended Learning Plans.

Session Recordings

2 x 15min per week

To allow more opportunity for our pupils to see us directly, we will be recording 2 sessions per week and uploading these onto Teams for children to follow along with. These will be 15-minute sessions only.

These sessions will not have an assignment to follow as the children will follow the session as it is played.

Staff will talk directly to the screen as if talking to a class of children. This means there will be the opportunity to stop and re-watch if needed.

These sessions will include a mixture of reading, spelling, art, science, PSHE, RE, music, PE or ICT (internet safety)

These videos will be allocated as an assignment on Teams. Children will open the assignment, watch and join in with the video and then must click, 'Turn In' so that teachers can see that this has been completed.

FS1 – Y6 will be allocated these sessions.

NearPod

3 x sharing of sessions per week

NearPod is an interactive website that provides online teaching and learning resources. These are done through interactive slideshow presentations. Each week, teachers will allocate 3 x sessions for the children to complete. These will be set as assignments in the same way as all other activities. Children will open the assignment and work through the slideshow. The slideshows are a mixture of information, games, quizzes and questions to answer. Again, once the children have completed the slide show, they must click, 'Turn In' so that their teacher knows they have completed this task.

All NearPod assignments will be set with a 48-hour time limit to complete. This gives children sufficient time to complete if sharing ICT equipment with siblings.

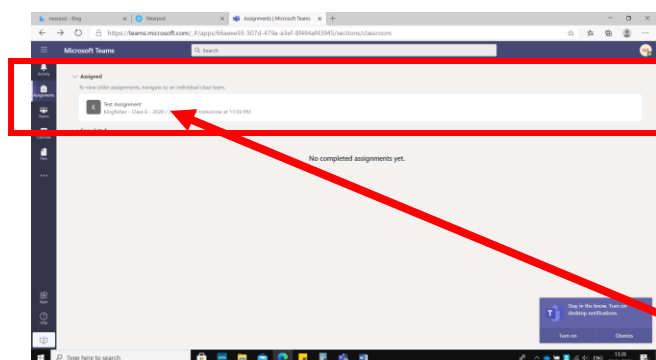
NearPod assignments will be assigned to Y1-Y6

General Points

- We ask that during Live Teaching sessions children begin with their camera on, but their microphone off. Once teaching staff have welcomed the children, we will ask for all cameras and all microphones to be turned off.
- During Live Teaching session, we will be showing the children how to use the 'hand up' button to show when they would like to respond or join in by answering questions. If possible, please familiarise your children to this button.
- On Teams, you will see that there is a 'chat' section under the 'Activity' tab on the left-hand side of the screen. We encourage **children** to use this if they require help or clarification with an assignment that has been set. This is not for children to communicate with each other. Staff will check this section regularly and will reply to any questions as soon as possible.
- It is crucial that children remember to 'Turn In' all assignments which they have completed. This is done by clicking the 'Turn In' button. This then sends their work directly back to the teachers. Teachers will be able to then view this. We will not be giving written feedback but will ensure that learning is celebrated during our weekly phone calls to families. We would love to speak to the children during these phone calls as well as families.
- When Live teaching sessions start, we will use a tool called 'Spotlight'. This means that the children will be able to see their teacher clearly on full screen. We ask that **children do not** use the 'spotlight' button at any point.
- All assignments set are taken straight from planning which was already prepared for the Spring Term. All assignments will be appropriately differentiated to support all children.
- During Live Teaching Sessions, we will always ask that children leave the meeting before the teachers. As soon as the session is over, pupils will be asked to click the, 'Leave Meeting' button.

Guide

How to find, complete and return assignments set on Teams. For pupils and families.

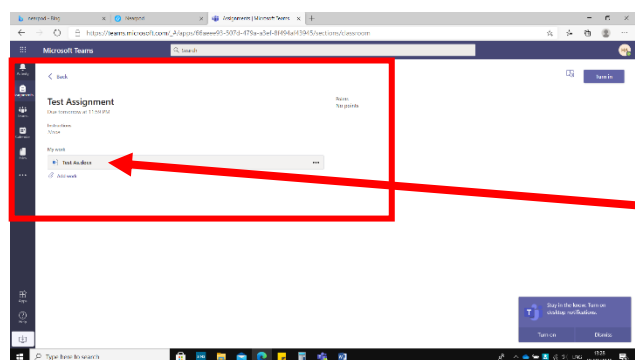


Step 1 – Click on assignments on the left hand side.

This will bring up a screen which shows all of the assignments (tasks) which the children have been allocated by their teachers.

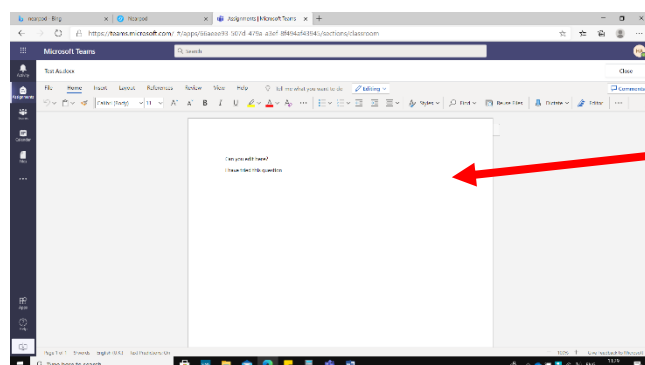
These will be a mixture of activities – some will be follow-up activities from live lessons and some will be other activities linked to the wider curriculum.

Click on the assignment which you want to start. All assignments will have a clear title so children will know what they are. *I want to do the 'test assignment' so I will click here.*



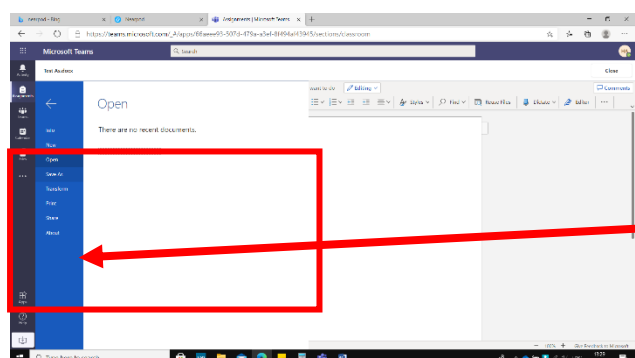
Step 2 – Here you will find a word document, this is the activity which you need to complete.

Click here to open the document.



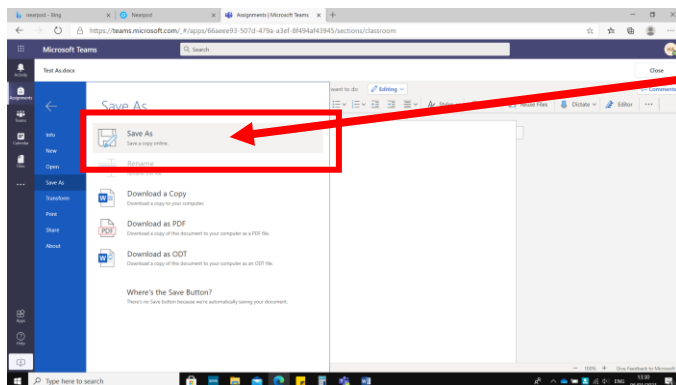
Step 3 – Here is your activity. This is a test trial example but your children will be given an activity to complete. They will be able to edit this right here.

Where possible, staff will try to include text boxes for the children to type into. This will make it much simpler.



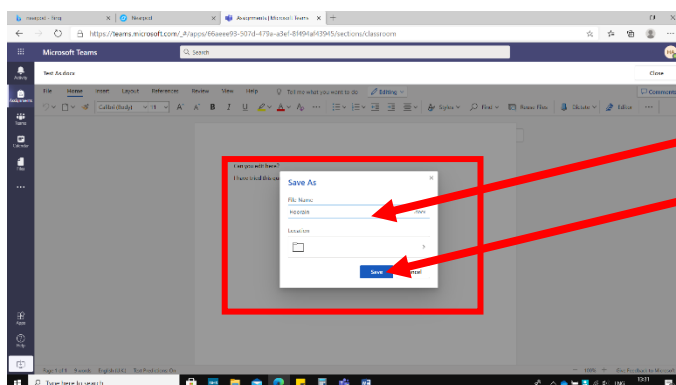
Step 4 – Once your child is happy that they have completed their activity.

Click 'Save As.'



Step 5 –

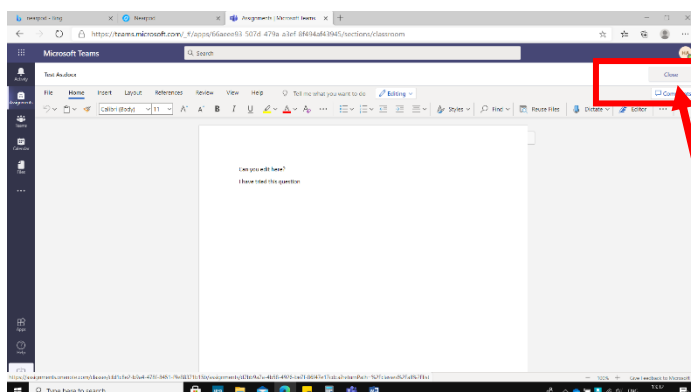
Click on the 'Save As' option. This will allow the children to save their work back onto Teams for their teachers to see.



Step 6 –

Your child can rename their work after themselves. We have used the name Hoorain as an example.

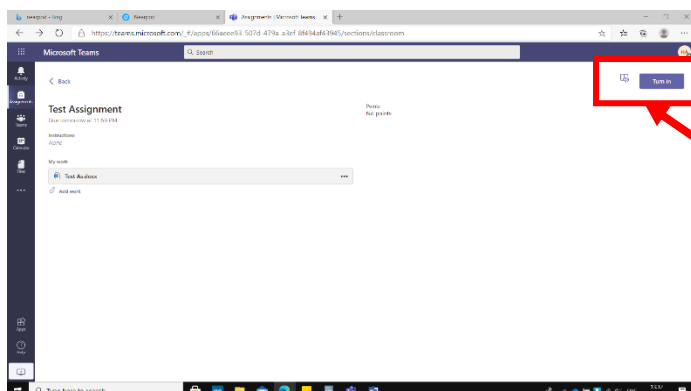
Click save.



Step 7 –

You will be taken back to your piece of work.

Then click 'close' in the top right-hand corner.



Step 8 –

Now click 'Turn In'

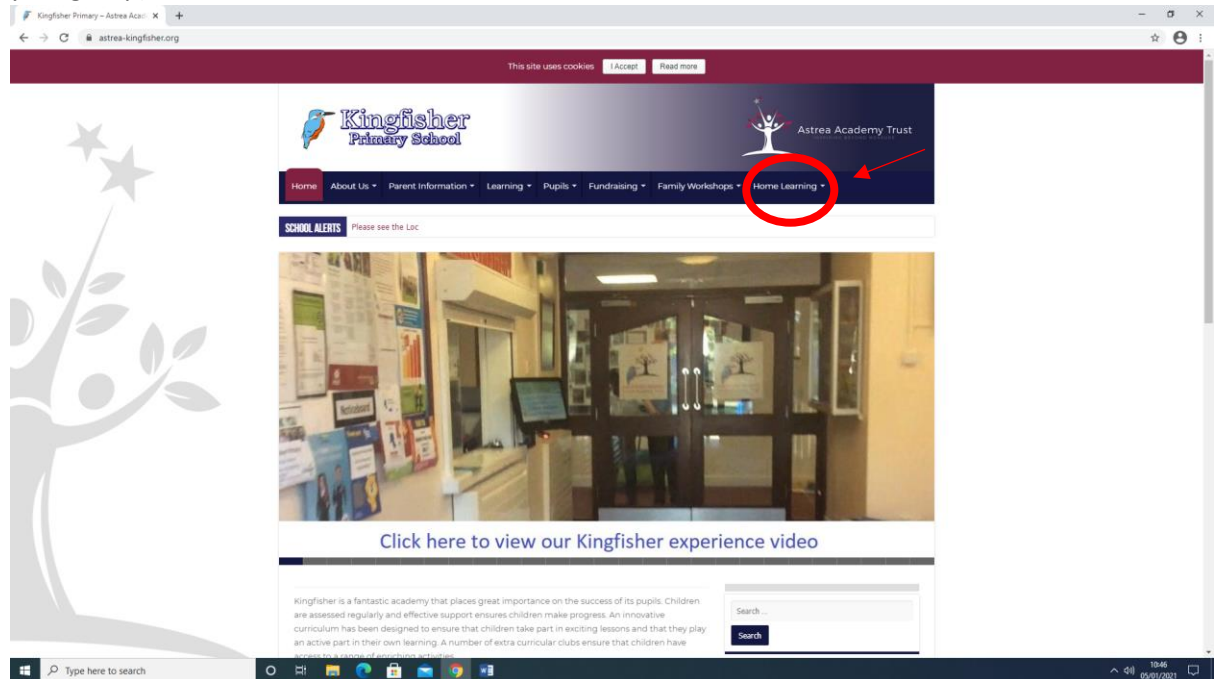
This will send the piece of work to the teacher to view.

You have finished and can wait for your next assignment to be set.

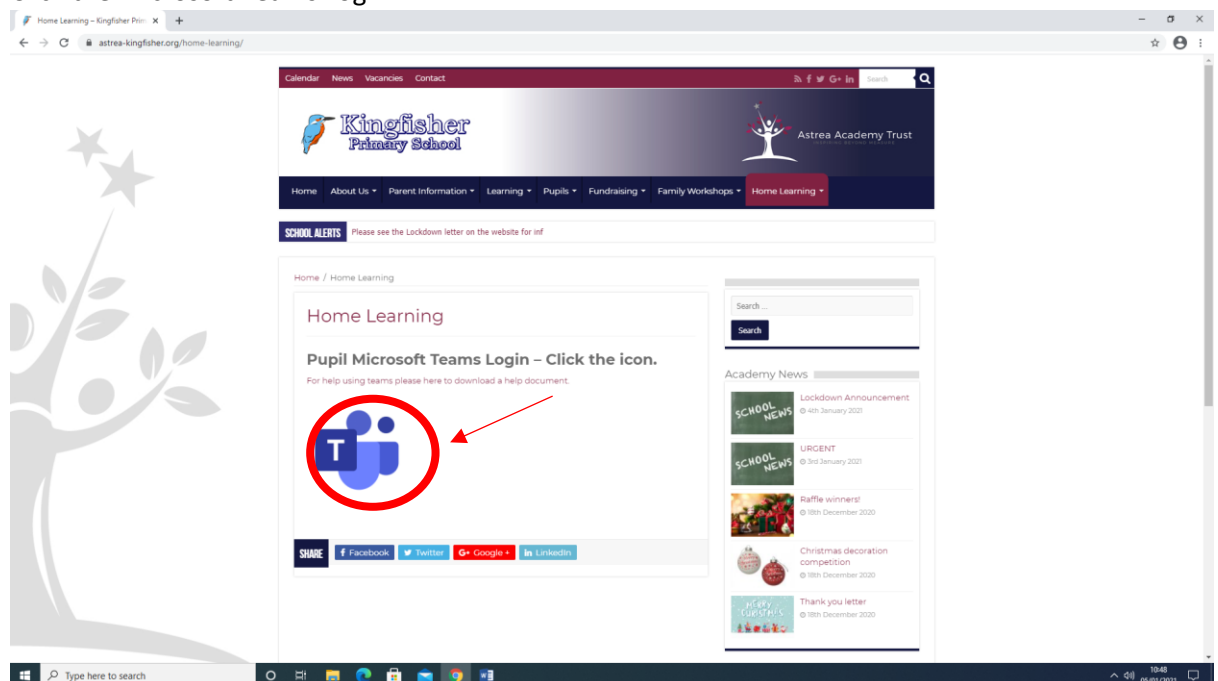
This step is crucial.

How to access teams to join live teaching sessions.

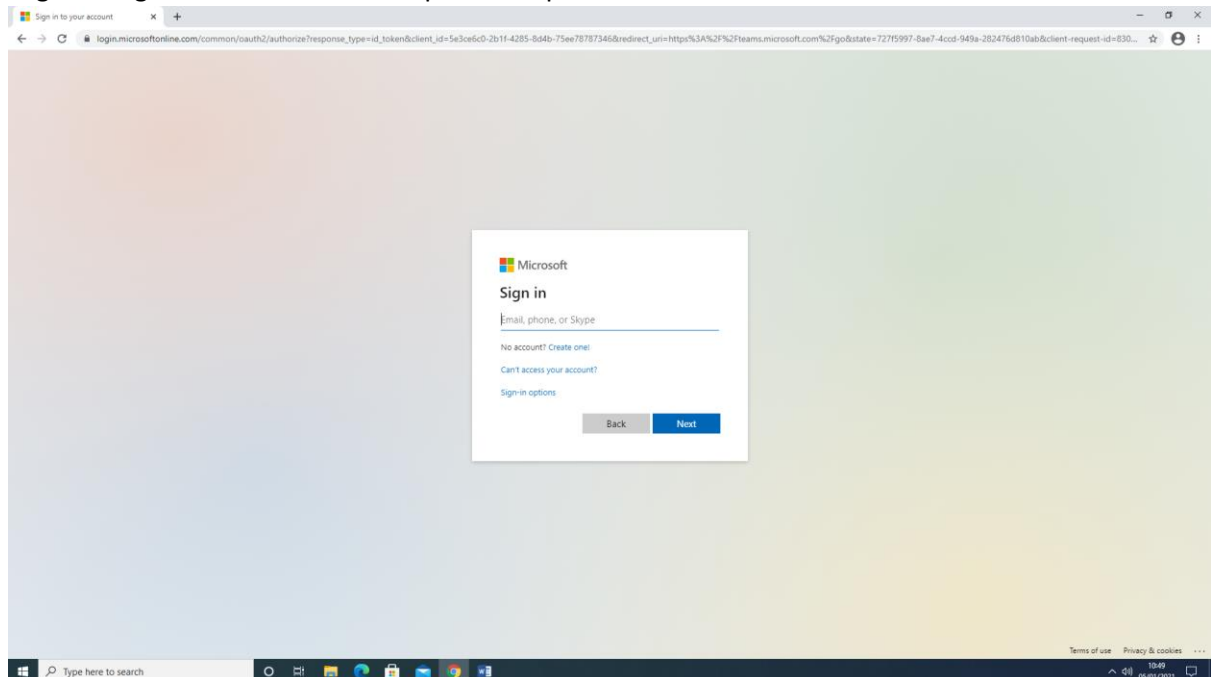
1. Access the Kingfisher website and click the home learning tab (you do not need to select a year group).



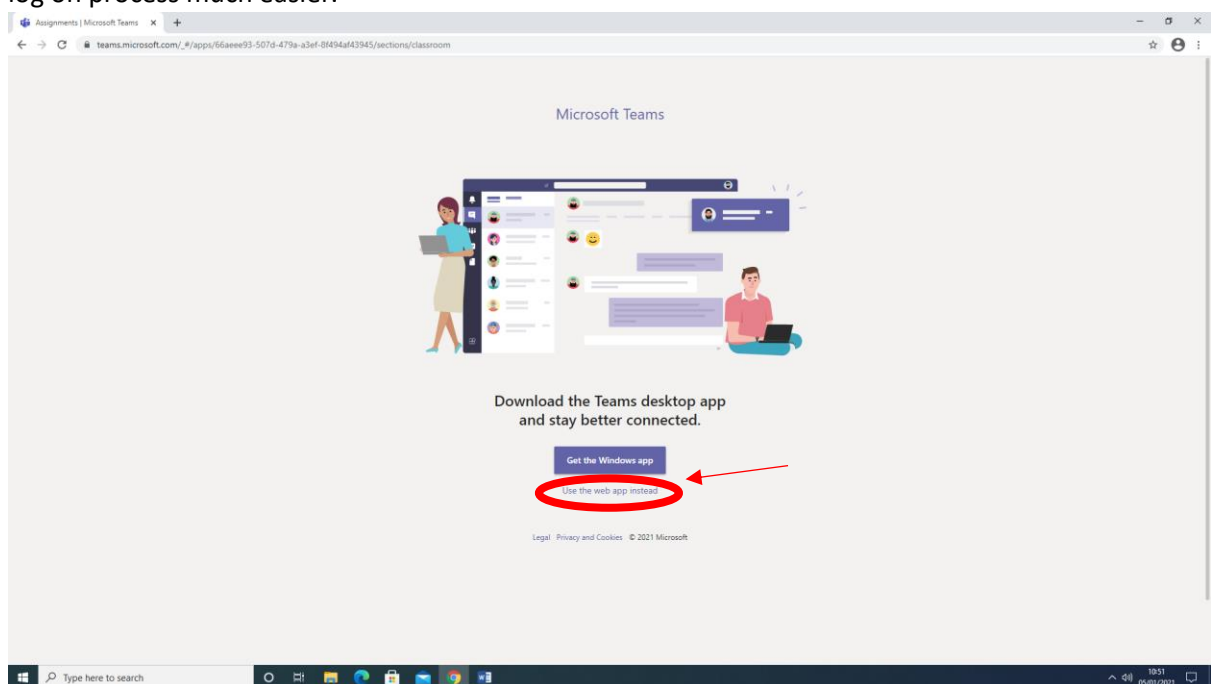
2. Click the Microsoft Teams Log in.



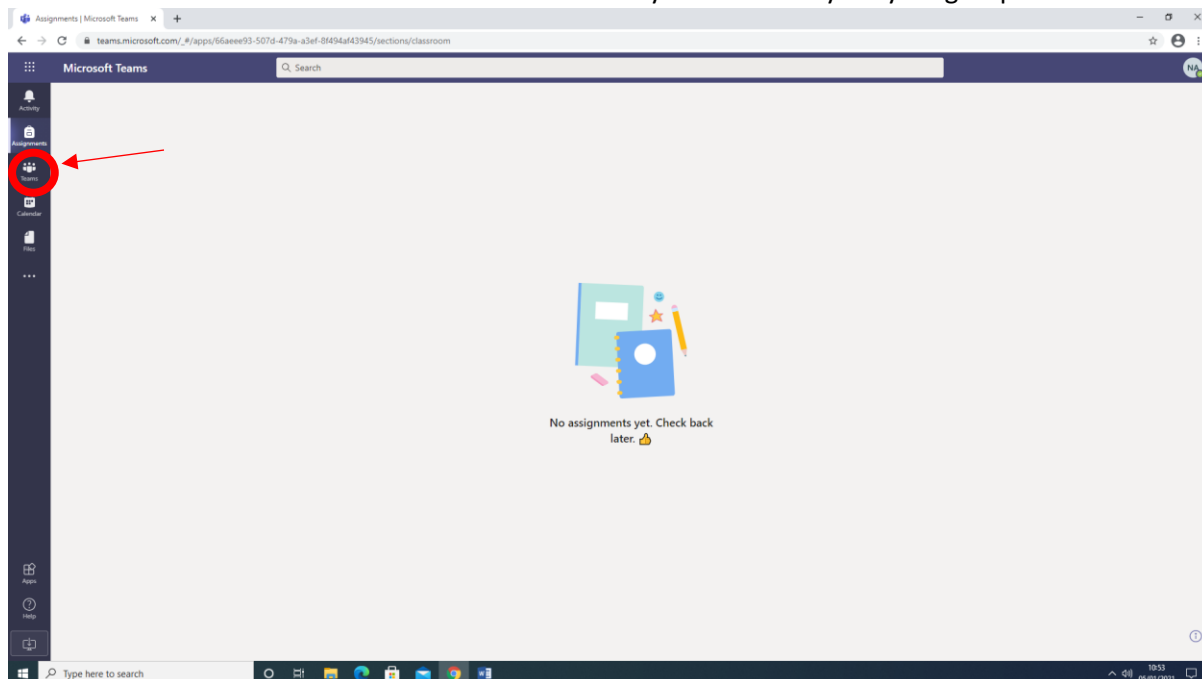
3. Log in using the email address and password provided.



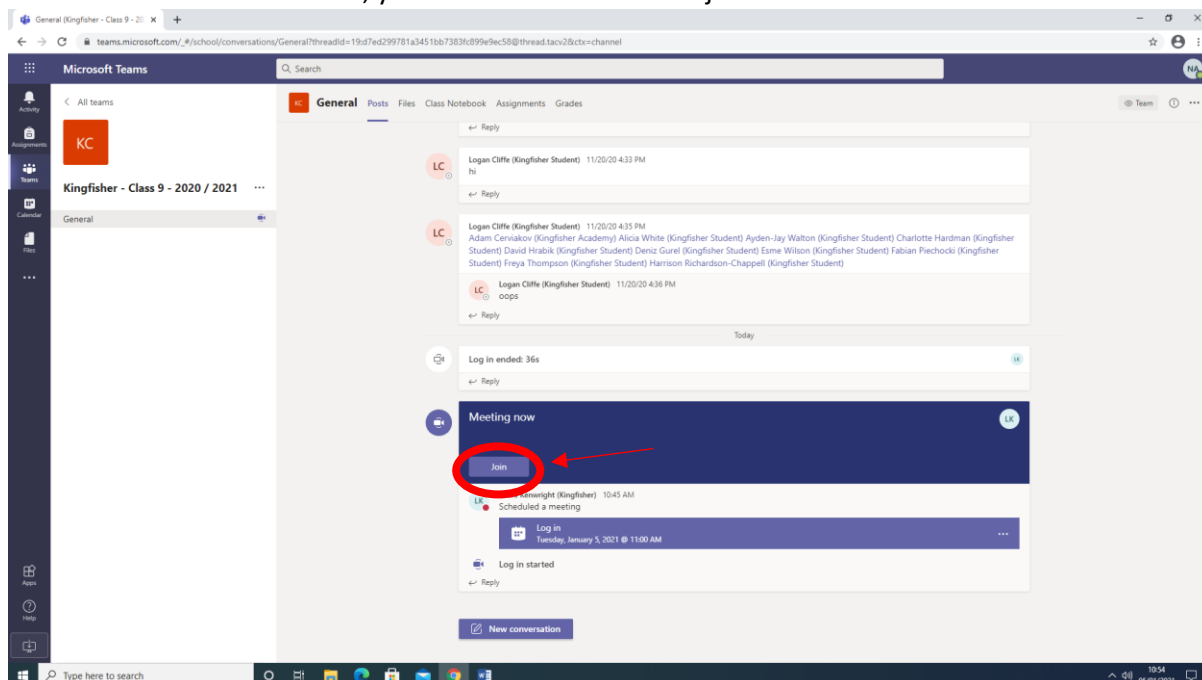
4. You can download the app if you would like. If using a laptop or computer, this will make the log on process much easier.



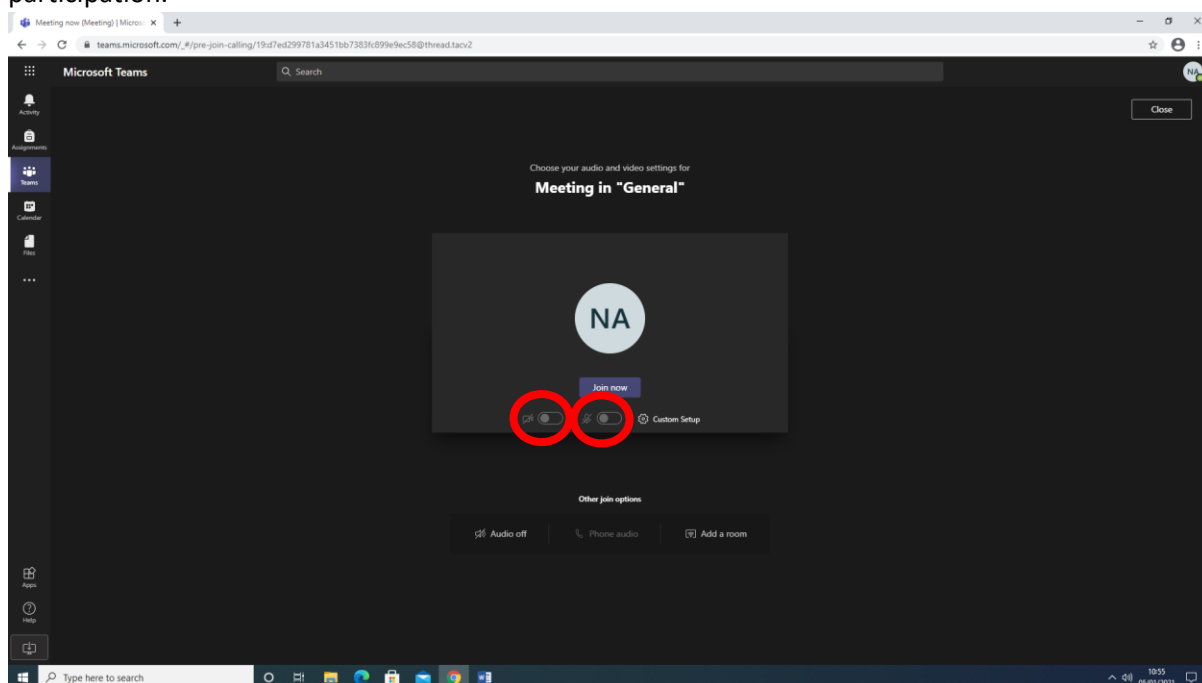
5. Click on the Teams tab down the left-hand side. Then you can select your year group 'team'.



6. If there is a session scheduled, you should be able to click 'join'.



7. Make sure your camera is off and your microphone is on mute when your teacher asks you to do so. You will need your camera on to start with but your microphone off. Teachers will then ask you to turn both off. During the session, we will ask individuals to turn both on for participation.



8. You are now part of the lesson. You can raise your hand by clicking the hand button if you have a question or answer to share.

