



Olive AP Academy
CAMBRIDGE

Olive Academies

Olive AP Academy - Cambridge

May 2021

Remote education provision: information for parents

This information is for pupils and parents or carers about what to expect from remote education if restrictions require pupil(s) to remain at home.

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

We have a robust learning offer which supports all students using work packs, online learning platforms and live lessons with teachers.

On notification that remote education will need to be put in place for pupils, we will ensure that:

- Where we know pupils have immediate online access, we will ensure that work is set on the digital platform for the following day
- If this is not the case, we will make sure that pupils are given printed learning packs to take home and work from for the first few days.
- Parents and carers will be called the following day after they have been sent home to go over immediate plans for remote education.
- Parents and carers and pupils will be then be provided with weekly timetables and plans for medium term provision of remote education.

2. 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 as we do in school wherever possible and appropriate. However, we have needed to make some adaptations in some subjects. For example, we are not able to deliver the same PE curriculum as we would in school nor can we offer the same level of practical work in construction or hair and beauty, as these are practically assessed subjects.

3. 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:

Secondary school-aged pupils not working towards formal qualifications this year	Five hours a day
Secondary school-aged pupils working towards formal qualifications this year	Five hours a day

Every pupil will have a weekly timetable which will give them all the details about start and finish times, lesson lengths, and what type of lesson it is, e.g. live or recorded etc. All pupils will have at least one live lesson each day if pupils are at home.

4. Accessing remote education - how will my child access any online remote education you are providing?

We will be using Microsoft Teams in our remote education programme. Your child will have logins for these if they need them and we can help with any technical issues.

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

- Wherever possible, we will issue your child with an appropriate device that they can loan from us for the duration of their remote education programme
- Should a family have problems with Wi-Fi access and data, we will issue devices that enable an internet connection (for example, a routers or dongle), and support parents and carers to access additional data at no extra cost
- We will make sure that pupils have printed learning packs if they do not have online access – we recognise that some pupils will wish to have these even if they do have online access as they may be able to respond better to information on paper
- We will make sure pupils know how to submit work to their teachers if they do not have online access and we will phone them to provide them with verbal feedback

6. How will my child be taught remotely?

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

- Assignments are set on Teams for the day's timetabled lessons at 9am. The assignments contain links to introductory/teaching material, and signpost the relevant printed material for the lesson
- Lessons will include an explanatory resource (e.g. a video lesson or clip) and an associated written/practice element. For example a Maths lesson will have a short video clip demonstrating a skill, with practice questions to follow.
- The lessons follow a planned sequence in line with planning for the term. Some changes have been made to the sequencing in Science and PSE in order to accommodate a different mode of delivery.
- Mentoring is an important part of our curriculum, and this is facilitated by two mentor calls, one at the start and one at the end of the school day.

- Small group live lessons to introduce new subject material in a more interactive way are arranged with the learners in addition to the daily video lessons. The groups are to ensure that the lesson is appropriate for the stage of the learners, as the close monitoring and scaffolding that can be done in face to face lessons is less effective online

7. 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?

For remote education to work well, it is important to have the support of parents and carers in helping pupils learn from home.

We expect parents and carers to support pupils to:

- be contactable during the school day – although consider they may not always be in front of a device the entire time
- complete work to the deadline set by teachers
- seek help if they need it, from teachers or support staff
- alert teachers if they are not able to complete work
- follow the behaviour expectations set out by staff when delivering remote learning

We expect parents and carers to:

- make the school aware if their child is sick or otherwise can't complete work
- ask for help from the school if they need it
- be respectful when making any complaints or concerns known to staff

All parents and carers and pupils are provided with acceptable use guidelines for remote education and a home learning guide which set out the expectations in more detail – these are available on our school's website in the remote education section.

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

Once we have done the register for each lesson, school staff will try to make contact with you and your child should your child not have logged on for their timetabled lesson – if we are not able to speak to you and your child, we will keep trying and will carry out a doorstep welfare visit if we are concerned

The teacher will contact you if your child does not log on to a session. The tutor will contact you three times a week to update you on progress.

9. How will you assess my child's work and progress?

The work will be uploaded by the child onto their portfolio and the teacher will read, mark, and assess the work. This feedback will be shared with the student in order for them to improve upon the tasks set.

In addition where relevant:

- Students are encouraged to send in pictures of completed work for assessment – feedback will be given on Teams
- Work packs are collected weekly for assessment and feedback given via Teams
- Each subject sets a minimum of one self-marking online quiz a week (more in some subjects) to give immediate feedback to learners and staff.

10. 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 make sure they supported by us. We will work with each individual to identify what are the best ways of helping them learn at home – we understand that there will be a need to try out different things and ideas.

11. Remote education for self-isolating pupils

Where individual pupils need to self-isolate, but most 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?

Should an individual pupil need to self-isolate, we will ensure that they have a daily timetable. This timetable is available on the academy website and details of individual lessons each day will be viewed by students on Microsoft Teams. Teachers will use a range of methods to deliver these lessons including using Oak National, pre-recorded lessons, setting of tasks through provision of printed learning packs and textbooks. Mentoring calls will take place at the beginning and end of the school day.

12. Getting help with remote education – who can I talk to if I have a concern or questions?

In the first instance please talk to your child’s tutor or class teacher about any concerns you have – they can put you in touch with the right person if they aren’t able to answer it directly. For any safeguarding concerns please contact the Designated Safeguarding Lead for the academy – Mel Newbery.