



Remote Education Provision

Mary Astell Academy

January 2021

PREPARATION FOR SUCCESS
IN A CHANGING WORLD

Helpful Contacts:

For any enquires about work packs or remote learning, please contact:

Telephone: 0191 267 4447

Email: vincent.valentine@maryastellacademy.co.uk

Frequently Asked Questions

Q) When can I expect a delivery of school work for my child?

A) *Mary Astell Academy makes deliveries on Wednesdays & Thursday (day dependent on location) every week during term time.*

Q) I haven't received a work pack this week. What do I do?

A) *Please wait until the Friday of the week, then call 0191 267 4447*

Q) I am having technical issues with my child's remote learning, can you help?

A) *Please either call or email the school with as much information as possible. We will seek to help you directly or refer you to an ICT specialist if possible.*

Q) I want to speak to my child's class teacher about the work.

A) *Please email vincent.valentine@maryastellacademy.co.uk and we will arrange support with any learning issue.*

Remote education provision – General Information for parents

This document is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education if local restrictions require entire cohorts (or bubbles) to remain at home and your child is unable to attend Mary Astell Academy.

This document will cover both: a) time away from school due to a national/regional lockdown and b) if your child is self-isolating but schooling is continuing for others.

Whilst this document seeks to cover most eventualities, there will be scenarios that are not detailed here. Please contact the school via the information above if you seek advice/clarification on any issue not mentioned here.

On behalf of Mary Astell Academy, we thank you for your support and engagement during this unique time.

The Remote Curriculum

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.

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

If your child is sent home from school, they shall be sent with printed resources to cover the remainder of that day's education from their classroom teachers. In the event of practical lessons, every effort will be taken to provide a viable alternative to the lesson.

Q) 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 Mary Astell Academy, we fundamentally believe that no pupil should be disadvantaged due to them receiving a remote education. In order to maintain the same high standards that we have at Mary Astell Academy, the first two days of remote learning will reflect what is being taught onsite.

For the core subjects (English, Mathematics and Science), pupils will be provided with printed resources from the lessons they would have taken. To help supplement their learning, additional resources may be provided through websites such as GCSE Pod and MyMaths. All pupils (regardless of year group) have one hour a day each of their core subjects.

For their optioned lessons (e.g., construction/hair and beauty) it is not possible to provide an exact replica of their lesson due to the practical restraints, however a theory based remote lesson will be offered allowing for learning to continue. An option lesson runs for eighty minutes and an appropriate amount of theory work will be provided.

Q) How long can I expect work set by the school to take my child each day?

We expect that blended learning (including remote teaching and work packs) will take pupils broadly the following number of hours each day:

Year Seven, Eight & Nine pupils	Five hours a day of education – this will be delivered through the use of work packs (following the Mary Astell Academy key stage three curriculum) and the provision of remote learning using Microsoft Teams.
Year Ten & Year Eleven pupils	Five hours a day of education – this will be a mixture of work packs provided by the school (following the GCSE/Functional Skills/Entry Level requirements) with the option of remote learning using Microsoft Teams.

Accessing remote education

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

All pupils have been provided with login details for their Mary Astell Academy accounts. Their account is required to access their school email and Microsoft Teams which are both provided by Office 365. Using this programme allows for immediate technical support to be offered and for monitoring which allows Mary Astell Academy to fully meet its safeguarding obligations.

Pupils have previously been provided with their login information to GCSE Pod (these details are available on request).

The use of additional websites such as MyMaths has been secured by Mary Astell Academy and login in details have been provided (these details are available on request).

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

Mary Astell Academy recognises that some pupils may not have suitable online access at home. We have taken the following approaches to support those pupils to access remote education:

- A Windows laptop can be provided to your child, allowing them to access all online provisions. Please note that a laptop is not essential as most programmes can be accessed via a tablet or smartphone.
- Mary Astell Academy has a limited amount of dongles/routers available to its learners that will allow for access to the internet when Wi-Fi or data plans are not available. Please contact the school if you feel you need support.
- Should you or your child feel that electronic learning is not suitable, then the weekly delivery of work packs will continue for the duration of the school closure (please ensure we are informed of any change of address).
- All previous work packs will be collected during the delivery process so please ensure work is completed in the agreed timeframe and is ready for collection on the day(s) of delivery (Wednesday and Thursday).

Q) How will my child be taught remotely?

At Mary Astell Academy, we use a combination of the following approaches to teach pupils remotely:

- Detailed work packs, set by the teacher of your child that follows the curriculum they would be following if onsite at school (some exceptions apply).
- Live teaching (online lessons) using Microsoft Teams and a member of Mary Astell Academy staff to deliver a core subject lesson.
- A tutorial style remote session, allowing pupils to discuss a mixture of pastoral and academic issue in a both a one-on-one and group environment (starting February 2021)
- Pre-recorded videos and resources from GCSE Pod. GCSE Pod is a comprehensive website, offering detailed and relevant information to pupils.
- Further commercially available websites such as MyMaths (which personalised logins and task have been sent out by the mathematics team at Mary Astell Academy).
- For Year Eleven students – the use of C.G.P. textbooks to help supplement and further the learning of GCSE subjects with differentiated tasks.

Engagement and feedback

Q) What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

At Mary Astell Academy, we understand that each home and environment is unique and will be affected by a variety of factors. As far as possible, we recommend:

- Creating a quiet place for your child to engage with the material set, be it work packs or remote learning.
- Minimising distractions, such as the television, mobile phones or gaming devices.
- Following a structured timetable that mirrors a school day, with breaks away from the working area included.
- If possible, a review section at the end of each day where your child can discuss with you what they have done that day.

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

It is vital that the staff at Mary Astell Academy are able to engage with your child's learning. We ask that:

- When we make our weekly deliveries of work packs, you have the previous week's ready for collection.
- If there are any issues during the week with your child's learning, you contact us as soon as possible so we can address the issue.
- When engaging in remote learning, your child has the opportunity to speak with their teacher to address their concerns and receive guidance in return.

Q) How will you assess my child's work and progress?

In order to continue to develop and progress in learning, feedback and marking is essential. Feedback can take many forms and may not always mean extensive written comments for individual children on their written work. With the move to the use of remote learning, direct conversations with a member of staff and/or use of the chat facility in Microsoft Teams is also playing a large part in our ongoing commitment to marking and feedback. Our approach to feeding back on pupil work is as follows:

When we collect physical work from your child we will:

- Mark it in a timely fashion and return it to your child in a future delivery so they can act upon our marking and use it to further their learning and understanding.
- Use their completed work to inform our planning for future work packs and lessons so the disruption to their progress and education is kept to a minimum.
- Maintain the teacher/pupil relationship that good marking and feedback creates.

When we conduct remote/electronic feedback with your child we will:

- Keep a written log of comments so this can be used in future conversations.
- Use it to further inform and improve our electronic lessons.

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.

Q) My child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

It is the policy of Mary Astell Academy that no pupil who is undergoing a period of self-isolation should be disadvantaged in their education.

Additionally, Mary Astell Academy believe that pupils who are self-isolating but are otherwise physically well are expected to attempt and complete to the best of their ability the work that is set by their classroom teachers.

For any pupil self-isolating, Mary Astell will provide work on the following rota:

- Wednesday Afternoon – (collecting work from Monday & Tuesday)
- Friday Afternoon – (collecting work from Wednesday & Thursday)

The collection policy for work will differ, depending on the Key Stage group for the pupil self-isolating. The collections will consist of:

- Years Ten & Eleven – English, Mathematics & Science: One piece of work from each of the core subjects per day, along with theoretical work from their option lesson.
- Years Seven to Nine – English, Mathematics, Science & Humanities, amounting to five hours' worth of learning a day.

Each subject teacher of any self-isolating pupil will be asked to print copies of the lesson they would have been teaching to the pupil had they attended and deliver to the pupils on the following Wednesday (location permitting).

As far as possible, teachers will provide the work that they would have taught in the lessons, had the pupil been present. This will allow for minimal disruption in both their learning and in overall schemes of work. This being said, there will be occasions (new/challenging topics) where this will not be appropriate and alternative work will be set. All work will be differentiated as appropriate for the individual pupil.