

## **Nayland School 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 if local restrictions require entire cohorts (or bubbles/pods) to remain at home.

For details of what to expect where individual pupils are self-isolating, please see the final section of this document.

### **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?**

In the first instance, pupils may be sent home with printed learning and /or MyMaths to complete independently while the teacher prepares tasks on our learning platform – RM Unify. Teachers may also use 'ParentMail' as a mechanism to send learning tasks and advice to parents/carers as they prepare for a longer period of remote teaching. All children can continue to read regularly and engage in quality book talk with an adult to improve comprehension. They can practise phonics sounds, reading and spelling tricky words or times tables as appropriate to their age and also access websites and apps often used in school via the RM Unify launch pad.

#### **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, PE, PSHE, music.

### **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, independent tasks, wider curriculum options, challenges, practical activities, uploading completed learning and responding to feedback) will take pupils broadly the following number of hours each day:

Reception – Cygnet Class	2 - 2.5 hours
Y1/2 – Woodpecker and Robin Classes	2 - 3 hours
Y3/4 – Kingfisher and Owl Classes	3 - 4 hours
Y5/6 – Kestrel and Eagle Classes	3 - 4 hours

## Accessing remote education

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

In order to access Nayland School's remote education offer, pupils should log on to RM Unify (via any device with internet access including Play Stations, X Box and Smart TV – see guidance appendix 1) with the user name and password that have been supplied by school for this purpose. From the RM Unify launch pad, they can access various website and apps as well as TEAMS. In TEAMS, secure video lesson links and messages from teachers can be found in 'posts' and all other learning resources are located in the 'class notebook' tab. Teachers may schedule class meetings or live lessons and the links to these will be found in 'posts.'

### 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:

School has a very limited supply of laptops that can be loaned to pupils to access remote education. Parents/carers are responsible for the safe use and return of any loaned devices. Please contact [head@nayland.suffolk.sch.uk](mailto:head@nayland.suffolk.sch.uk) or phone 01206 262348.

- School will ensure that information is shared regarding options for online learning resources and hardware etc. so that parents can make full use of any offers available.
- Due to the rural location and wide area from which Nayland draws its pupils, provision of printed materials for those pupils who do not have online access may be organised on a case by case basis by contacting school on [head@nayland.suffolk.sch.uk](mailto:head@nayland.suffolk.sch.uk) or phone 01206 262348.

### How will my child be taught remotely?

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

- video teaching (online lessons and class meetings)

- recorded teaching (e.g. video/audio recordings made by teachers)
- paper based and online tasks set daily and accessed through the 'class notebook' tab in Teams
- a range of online lessons that are recognised to support remote learning and are some that are also used as part of the in-school curriculum e.g. White Rose Maths lessons, Oak National Academy lessons, BBC bitesize lessons.
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences
- long-term project learning and/or internet research activities

The school leadership will work with phase/year group teachers to select a careful combination of these options to suit the age of the children and their learning needs. The school leadership team will take into account the differing family situations that exist at Nayland School including but not restricted to -

- numbers and ages of children needing to access remote learning at the same time
- the availability of hardware/devices to support this learning
- the availability of reliable internet access
- the reasonable workload of school staff
- the demands on parents/carers who are working from home
- the range of IT capabilities of parents/carers

## **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?**

- Pupils should engage with remote education on every school day as per the time expectations above
- Parents/carers should set a daily/weekly routine to support their child's education. This should take into account the need for access to devices by more than one child and parents/carers availability to support learning tasks.
- Parents/carers will support the learning and offer positive reinforcement and encouragement to their child.
- The youngest children will need a high level of support to access and engage meaningfully with remote education and the many practical activities provided. As they move through year groups in school, there should be a gradually increasing degree of independence.
- Parents/carers can access success criteria and/or answers for learning tasks in 'class notebook' so that immediate feedback can be given during the learning or at the end of the task to allow pupils to improve/correct for greater progress.

- School staff will make every effort to give feedback on Teams 'class notebook' up to three times per week.

### **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:

- pupils' engagement with remote education will be checked in 'class notebook' by teachers when pupils/parents comment on their level of success or upload recorded learning. The aim is that this will be completed three times per week by a member of the school staff.
- where engagement is a concern, parents/carers will be contacted via 'parentmail' or by phone so that the teacher can ascertain the issue and seek to resolve if possible.
- In class meetings via 'Teams,' teachers and support staff will offer older pupils opportunities to share issues and seek to resolve these.

### **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 or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our approach to feeding back on pupil work is as follows:

- pupils' progress will be checked in 'class notebook' by teachers when pupils/parents comment on their level of success or upload recorded learning. The aim is that this will be completed three times per week by a member of the school staff.
- This feedback can include next steps to secure progress or corrections that are needed to meet the success criteria
- Where written feedback in 'class notebook' is not sufficient, teachers and other staff may give telephone/video call feedback and/or support
- Group and class feedback will be shared during class video meetings via Teams.

## **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:

- The school SENDCO will liaise with all parents/carers of pupils with additional needs to ensure they are successfully accessing differentiated class learning remotely and will provide individualised tasks and support as appropriate.
- Advice and guidance will be offered on a case by case basis. Please contact [senco@nayland.suffolk.sch.uk](mailto:senco@nayland.suffolk.sch.uk)

The youngest year groups will often need higher levels of parent/carer support to access remote learning and so teachers will plan a curriculum that includes tasks that can be completed independently and involve practical skills. Where particular resources are required, teachers will ensure they select items that are easily available and will inform parents well in advance. These classes will usually have more video clips made by school staff to introduce and support lessons and tasks.

## **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?**

- Tasks may be set as a block rather than as a daily schedule and parents/carers can then organise their time accordingly.
- Individual invitations may be sent to join a lesson that is taking place in class with the majority of the year group.

## **APPENDIX 1 –**

### **XBOX**

1. Plug a keyboard in to the Xbox USB slot
2. Go in to my games and apps

3. Find Microsoft Edge and select
4. Type in: Microsoft Teams and log in using your school e-mail address....e.g jane.black@nayland.suffolk.sch.uk
5. You can then access your learning and use key packages Including: Word, Teams, Excel, PowerPoint.
6. To move around you can use the controller but it is better to plug in a mouse.

## PLAYSTATION

1. Identify the PlayStation internet browser icon (it is WWW with dots around it)
2. Press the PS4 logo on the controller
3. Go to the library and find options for games and applications
4. Go into applications and you will find the internet browser.
5. Type Microsoft Teams into the browser and log in in using your school e-mail address....e.g [jane.black@nayland.suffolk.sch.uk](mailto:jane.black@nayland.suffolk.sch.uk)
6. You can then access your learning and use key packages including: Word, Teams, Excel, PowerPoint.
7. To move around you can use the controller but it is better to plug in a mouse.

## SMART TV

You can also use the web browser on your smart TV and plug a keyboard and mouse into its USB ports.

e.g. Keyboard from Amazon for £7.55

[https://www.amazon.co.uk/Acco-Kensington-6010715-ValuKeyboard-Wired/dp/B0001ZN7AO/ref=sxin\\_9\\_ac\\_d\\_rm?ac\\_md=0-0-a2V5Ym9hcmQ%3D-ac\\_d\\_rm&cv\\_ct\\_cx=keyboard&dchild=1&keywords=keyboard&pd\\_rd\\_i=B0001ZN7AO&pd\\_rd\\_r=9d48aaee-7511-4651-98a3-1f89012c7465&pd\\_rd\\_w=VJeJJ&pd\\_rd\\_wg=GfshQ&pf\\_rd\\_p=17aec670-a34a-456d-b214-b9a882c785b0&pf\\_rd\\_r=J86HDX7VXPJ0M81G2N8M&psc=1&qid=1610026318&sr=1-1-fe323411-17bb-433b-b2f8-c44f2e1370d4](https://www.amazon.co.uk/Acco-Kensington-6010715-ValuKeyboard-Wired/dp/B0001ZN7AO/ref=sxin_9_ac_d_rm?ac_md=0-0-a2V5Ym9hcmQ%3D-ac_d_rm&cv_ct_cx=keyboard&dchild=1&keywords=keyboard&pd_rd_i=B0001ZN7AO&pd_rd_r=9d48aaee-7511-4651-98a3-1f89012c7465&pd_rd_w=VJeJJ&pd_rd_wg=GfshQ&pf_rd_p=17aec670-a34a-456d-b214-b9a882c785b0&pf_rd_r=J86HDX7VXPJ0M81G2N8M&psc=1&qid=1610026318&sr=1-1-fe323411-17bb-433b-b2f8-c44f2e1370d4)

e.g. Mouse from Amazon for £9.99

[https://www.amazon.co.uk/Logitech-Wireless-Windows-Ambidextrous-Design/dp/B00552K0GM/ref=sr\\_1\\_6?dchild=1&keywords=mouse&qid=1610026408&s=computers&sr=1-6](https://www.amazon.co.uk/Logitech-Wireless-Windows-Ambidextrous-Design/dp/B00552K0GM/ref=sr_1_6?dchild=1&keywords=mouse&qid=1610026408&s=computers&sr=1-6)

## APPENDIX 2 -

### USB tethering

How do I tether my iPhone to my laptop?

1. From the Home screen, tap Settings > Personal Hotspot. If you don't see Personal Hotspot, tap Carrier and you will see it.
2. Tap the switch next to Personal Hotspot to turn on.
3. Connect your device to the computer using the USB cable.
4. The device will automatically begin **tethering** after syncing is complete

If you have an Android smartphone

1. Plug **your** charging cable into **your phone**, and the USB side into **your laptop** or PC.
2. Open **your phone** and head to Settings.
3. Look for the Wireless and Networks section and tap on '**Tethering & portable hotspot**'.