

## Home/remote learning FAQs (5<sup>th</sup> November 2020)

### **1. How much work should my child be completing at home?**

Students should be completing work at home in line with the hours dictated by their school timetable for each subject. When students are isolating at home, they should follow their timetable as if they were in school, so they are able to attend any lessons provided by TEAMS. Lessons will be scheduled at the time students would have that subject if in the building.

### **2. How is work provided for students who are self-isolating (those not sent home by the school e.g. isolating after a holiday or a track and trace contact that has been identified outside of the school).**

Parents/carers should inform the school attendance officer if their child will be self-isolating at home so the necessary attendance code can be assigned to the student. This will then signal to staff that work needs to be provided for the student as they are isolating. The home learning in this instance will be uploaded to Doodle and not provided via Microsoft TEAMS.

### **3. How is work provided for students who are asked to isolate by the school?**

If a whole year group or class bubble is sent home from school, then work will be provided to the students via TEAMS or Doodle (the hours allocated to each delivery method is detailed in Appendix 1). Depending on the following situations the delivery will vary:

- a) If an entire class is at home isolating, then the class teacher will deliver lessons live via TEAMS or via Doodle (depending on the frequency in Appendix 1).
- b) If part of a class is in isolation but there are also members of the class in school then the teacher will offer an introduction to the lesson via TEAMS to those at home (practical subjects may not offer this), and then students working from home will be set work to complete. In some instances, the class teacher may invite students at home to stay on TEAMS for the whole lesson.

### **4. Why are all the lessons/learning not provided live via TEAMS?**

Each subject provides a different proportion of live teaching dependent on the requirements of their curriculum and the balance between theory and practical. The number of hours provided via TEAMS or Doodle is shown in Appendix 1. For example, subjects in Year 10 and 11 that consist of coursework and projects might not provide as many hours of face to face teaching as students may be directed to be complete assignments individually.

### **5. Why don't all the TEAMS lessons last 1 hour?**

As per teaching in school the teachers do not talk to the class for an entire hour. There will be a mixture of teacher talk, retrieval activities, discussion and independent practice. This means that there will be times that the teacher finishes talking to the class and then asks them to complete work independently. The teacher may then ask students to email them work for feedback or stay on TEAMS in case the students have any questions.

## **6. Why are some of the live lessons cancelled on the morning?**

This may unfortunately take place when staff are needed to cover other classes in school due to their original teacher isolating at home due to Covid. This is always a last resort for us in school, however there may be times we have no option but to use staff in school who would normally teach an isolating year group to cover classes. If a live lesson is cancelled, the teacher will upload work to be completed via Doodle instead. Lessons may also be cancelled if the teacher delivering it is off ill themselves or isolating at home.

## **7. Why does the class teacher not show themselves on camera during live lesson?**

Staff in school have been directed that it is up to their own discretion if they want to show themselves on camera to the students at home. As students can screen shot the teacher and then potentially share the images staff do not have to show their face if they do not feel comfortable to do so.

## **8. Why is work not uploaded for students that are isolating straight away?**

If the school only receives notice of a positive test late evening/early morning and students are told to isolate, teachers won't also be told until the next morning. As a result, if a teacher is teaching a five-period day, they might not have time that day to upload work onto Doodle/adapt lessons for TEAMS. Teachers are not able to teach the lesson they would have if the students were in school as they need to be modified so that they are suitable for remote/home learning.

## **9. Why are staff isolating not always able to provide live lessons via TEAMS from home?**

If staff are isolating at home this may also be with their family and require them to look after young children or care for ill relatives. As a result, due to everyone's personal circumstances some staff are not able to provide live lessons. The work for this teacher may be set by another teacher, or students may be invited to join a live lesson with another teacher within the same department.

## **10. Why has my child been invited to a live TEAMS lesson with a different class teacher?**

There may be instances due to staff absence, to support cover in school and support workload that students from other classes are invited to TEAMS lessons with other specialist staff. This then allows a higher proportion of students to receive lessons from a specialist, even though it might not be their original class teacher.

## **11. Why are parents/carers not made aware of staff who are isolating, as this may explain why some lessons are cancelled at the last minute?**

Due to confidentiality the school does not provide any specific information of the names of staff or students that have tested positive for Covid-19, or who are self-isolating at home.

## **12. Why can work not be provided on paper for students and collected?**

To reduce the number of visitors to the school we do not provide a system where parents/carers can collect paper copies of work/lessons. Teachers are having to re-plan lessons for isolating students to be delivered via TEAMS so we can then not ask them to plan another version of the lesson that can be completed on paper.

### **13. How does my child access home learning if we do not have access to a laptop?**

The school has a small number of laptops that can be provided to students who do not have access to one so they can complete home learning via Microsoft TEAMS and Doodle. These can be requested when students are isolating at home by contacting your child's pastoral manager. These will be issued on a needs basis and the school cannot guarantee all students isolating can receive a laptop.

### **14. Who do I contact if I am concerned work is not being set/lessons are not being offered via TEAMS?**

If you feel that the home learning provided is not in line with the subject expectations shown in Appendix 1 you should contact the curriculum leader for that specific department in the first instance.

The contact email address for each curriculum leader can be found on the school website (link below). The curriculum leader will then aim to respond to your concerns within 48 hours.

<http://www.charlton.uk.com/contact-us/school-email-contacts>

If following this contact work and a response from the curriculum leader the home learning is still not being set/offered via TEAMS in line with the subject expectations shown in Appendix 1 you should email [james.foster@charlton.uk.com](mailto:james.foster@charlton.uk.com)

**Appendix 1: Home learning delivery method by curriculum area for when full year groups are isolating**

**Key Stage 3:**

| Subject                | Number sessions delivered by TEAMS (per fortnight) | Number of pieces of work set via Doodle (per fortnight) |
|------------------------|--|---|
| English                | 4  | 4   |
| Expressive Arts        | 0  | 4   |
| Geography              | 2  | 1   |
| History                | 2  | 1   |
| IT                     | 0  | 2   |
| Maths                  | 4  | 4   |
| MFL (French or German) | 3  | 2   |
| PE                     | 0  | 4   |
| RE                     | 1  | 1   |
| Science                | 6  | 0   |
| Technology             | 0  | 4   |

**Key Stage 4:**

| Subject                     | Number sessions delivered by TEAMS (per fortnight) |        | Number of pieces of work set via Doodle (per fortnight) |        |
|-----------------------------|--|--------|---|--------|
| Art                         | Y10: 1   | Y11: 1 | Y10: 4  | Y11: 5 |
| Art Textiles                | Y10: 2   | Y11: 1 | Y10: 3  | Y11: 4 |
| Dance                       | 3  |        | 2   |        |
| Drama                       | 5  |        | 0   |        |
| DT Engineering Design       | Y10: 2   | Y11: 1 | Y10: 3  | Y11: 4 |
| DT Hospitality and Catering | 2  |        | 3   |        |
| Health and Social Care      | 3  |        | 2   |        |
| English Language            | 2  |        | 2   |        |
| English Literature          | 2  |        | 2   |        |
| French                      | 5  |        | 0   |        |
| German                      | 3  |        | 2   |        |
| Geography                   | 3  |        | 2   |        |
| History                     | 5  |        | 0   |        |
| IT Enterprise               | 5  |        | 0   |        |
| IT Computer Science         | 5  |        | 0   |        |
| Maths                       | 4  |        | Y9 & 10: 3  | Y11: 4 |
| Media Studies               | 5  |        | 0   |        |
| Music                       | Y10: 1   | Y11: 5 | Y10: 4  | Y11: 0 |
| PE GCSE                     | 3  |        | 2   |        |
| PE BTEC                     | 3  |        | 2   |        |
| Religious Studies           | 2  |        | 3   |        |
| Double Science              | 10   |        | 0   |        |
| Triple Science              | 15   |        | 0   |        |

- NB for all of Science → resources are also uploaded to Doodle for pupils to access. We aim for all science lessons to be delivered by TEAMS when whole year groups are out. However, on occasion there may be an independent task for pupils to complete e.g. assessed task or revision where there will be no TEAMS lesson.