

# Remote Learning Advice and Guidance for Parents



## The Emmbrook School

The Remote Learning Procedure promotes our school's core values:

<b>Family</b>	<b>Ambition</b>	<b>Integrity</b>	<b>Respect</b>
It is important – more than ever – at a time of isolation that the school community works together and maintains strong communication and support for each other.	The remote learning provision seeks to provide students with well-planned and sequenced resources so that students have meaningful and ambitious work provided each day.	It is right for all students to be able to have access to remote learning provision so that their education is not impacted by school closures or self-isolation.	Independent learning, through remote provision, promotes self – respect and care for each student's learning journey.

### When will your child need to access remote learning?

- If there is a local or national lockdown or full school closure (due to Covid, extreme weather, power loss etc)
- If students are required to stay at home due to a partial school closure (this may occur if one year group is required to isolate or if there are high staff absences and the school cannot remain open at full capacity)
- If your child is self-isolating because they or a member of the household has symptoms of Covid.



## Remote Learning Advice and Guidance for Parents with students in isolation

If there is a partial school closure of a year group due to a Covid outbreak or as a consequence of high staff absence then students will be expected to engage with their timetabled lessons, remotely.

As staff will also be in school teaching, **the online teaching function of TEAMS will not be appropriate for a partial closure.** Students will not be expected to engage with online lessons whilst teachers remain in school during a partial closure.

However, we remain ambitious that your child makes good progress at home and so I do draw your attention to materials offered from the DfE via Oak National Academy <https://www.thenational.academy/>. This website is an online classroom which includes high-quality video lessons and resources which will supplement and enrich the work set by your son or daughter's teachers.

If a student is absent because they are required to **self-isolate**, and they are healthy and able to learn, then they should access their learning remotely via Microsoft Teams. Students who are unable to attend the lessons in the classroom will have access to class materials through Microsoft Teams. **Live online lessons will not be available for students who are self-isolating**, unless the school closes as part of a local or national lockdown.

Students should access lesson materials through Microsoft Teams, complete work and return it to their teacher via Teams or email. In the student booklet there is a guide for students on how to access their work.





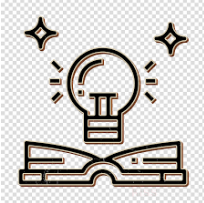

If you require additional learning support for your son / daughter then you (or your child) should contact their teacher directly.

If you require additional pastoral support for your son / daughter then you (or your child) should contact their tutor or year group pastoral leader

### ***Parents with children who are learning remotely are expected to:***

- Make the school aware if their child is sick or otherwise can't complete work.
- Support their child in accessing remote learning by providing a suitable space for them to work.
- Ensure their child follows the Remote Learning guidance document for students.
- Seek help from the school if they need it for any learning or pastoral matters.
- Be respectful when making any concerns known to staff.

## How can I support my child working remotely?

	<p>Encourage your child to follow their school timetable for remote learning. It is also important that there is some downtime included within the day.</p>
	<p>We recommend that students follow their normal timetable to help them structure their day but appreciate that they may want to organise their time slightly differently at home. Please support your child with their time management.</p>
	<p>The work set may be challenging for some students to complete but please encourage your child to attempt the task. If they are really stuck then your child should email their class teacher for additional help and support.</p>
	<p>Please ensure that your child has followed the procedures set out in the student guidance document and has accessed the links to help them with using Microsoft TEAMS.</p> <p>If you are having any other difficulties accessing the work then please do contact the school. The Assistant Headteacher for Teaching and Learning, Lucy Fyfe will be able to assist you with your queries. (<a href="mailto:lfyfe@emmbrook.wokingham.sch.uk">lfyfe@emmbrook.wokingham.sch.uk</a>)</p>
	<p>We recognise some students and especially those with special educational needs will find remote learning especially difficult. Members of the Learning Support Department are available to support your child as much as they are able within the challenges of home learning. In the meantime if you have any questions or queries regarding provision please contact our SENCO Kate Andrews (<a href="mailto:kandrews@emmbrook.wokingham.sch.uk">kandrews@emmbrook.wokingham.sch.uk</a>)</p>
	<p>As the students are now using an array of online learning during this new normal, there is an increased risk of them falling victim to predators seeking to groom or exploit the young.</p> <p>We are ensuring that the websites that we are recommending are safe for our students. However, sadly, with advanced technology comes a greater opportunity for systems to be bypassed and we have already heard of incidents nationally where people claiming to be 'online tutors' have attempted to engage with young people.</p>



Please could I ask for your support in keeping your child safe from harm in following the guidance below:

- Take time to monitor your child's online activity. Visit [www.thinkyouknow.co.uk](http://www.thinkyouknow.co.uk) with your child. Think You Know is run by CEOP and provides age-appropriate help and guidance to children about how to stay safe online.
- Ensure your child is only using their school's online learning portals or established, trusted websites (for example BBC Bitesize)
- Not to respond to any offers of online tutoring from people you don't know, be it via email or social media, even if it has been shared by friends/contacts
- Remind your son or daughter that should anyone try to contact them as an individual they should tell an adult
- Report anything suspicious to the Child Exploitation and Online Protection command (CEOP) via [www.ceop.police.uk](http://www.ceop.police.uk) (there is also advice and guidance about reporting on this site)
- Please take some time to have a conversation with your child/children and ensure that they are engaging in safe on-line activity now and always.
- Should you have any concerns with regards to the safety of your child or others, please do not hesitate to contact Mr Bhambra (Deputy Head – Designated Safeguarding Lead)

### **Useful Contacts:**

**Safeguarding:** Mr Bhambra [Tbhambra@emmbrook.wokingham.sch.uk](mailto:Tbhambra@emmbrook.wokingham.sch.uk)

**Teaching & Learning:** Mrs Fyfe [lfyfe@emmbrook.wokingham.sch.uk](mailto:lfyfe@emmbrook.wokingham.sch.uk)

**SENCO:** Miss Andrews [kandrews@wokingham.sch.uk](mailto:kandrews@wokingham.sch.uk)

### **Heads of Year**

**Year 7:** Mrs Hodgson [shodgson@emmbrook.wokingham.sch.uk](mailto:shodgson@emmbrook.wokingham.sch.uk)

**Year 8:** Miss Cairns [rcairns@emmbrook.wokingham.sch.uk](mailto:rcairns@emmbrook.wokingham.sch.uk)

**Year 9:** Mr Baker [sbaer@emmbrook.wokingham.sch.uk](mailto:sbaer@emmbrook.wokingham.sch.uk)

**Year 10:** Mr Tichband [jtichband@emmbrook.wokingham.sch.uk](mailto:jtichband@emmbrook.wokingham.sch.uk)

**Year 11:** Miss Horne [ehorne@emmbrook.wokingham.sch.uk](mailto:ehorne@emmbrook.wokingham.sch.uk)

**Sixth Form:** Mr Constable [dconstable@emmbrook.wokingham.sch.k](mailto:dconstable@emmbrook.wokingham.sch.k)