



PEMBROKE
A PRIORY ACADEMY

Remote Learning: Information for Parents:

Priory Pembroke Academy

The Priory Federation of Academies Trust

This document provides a general overview of remote provision at Priory Pembroke Academy.

It is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education if national or local restrictions require entire cohorts (or individual bubbles) 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 provision in the first day or two of pupils being sent home?

1. As pupils begin to work from home, there will inevitably be a period of transition as they (and you as parents or carers) familiarise themselves with how they intend to learn from home.
2. Pupils have been taught how to access the academy's website, SharePoint and Microsoft Teams.
3. Pupils will have been given guidance on the practical aspects of working from home and will already have some experiences on which they can build.
4. Pupils will be able to access the Home Learning area of the Pembroke Academy website where immediate guidance will be provided on how to approach the first two days of formal remote learning. This includes the Remote Learning Guide, a step-by-step guide to accessing Citrix and SharePoint, as well as resources to support their wellbeing during any period of self-isolation, local or national restrictions.

After this initial period of adjustment, pupils will be able to establish a more consistent way of working remotely. There will, inevitably, be organisational and technical challenges to this; pupils must not worry, they and you will be able to contact staff within Pembroke Academy for support.

Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were taught in school?

1. Pupils will, typically, follow their existing curriculum.
2. There will be subjects in which it will not be possible to provide normal curriculum provision, particularly the more practical and group work elements of their learning in PE, Technology, and the Arts, however provision will be made taking into account potential limitations on resources available within the home.
3. Where it has not been possible to continue with the normal curriculum, alternative approaches are used for example, a weekly aerobic workout for PE which can be done without equipment; demonstration

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videos for art and technology; provision created by recognized online provision such as Oak National Academy and BBC Bitesize.

Remote teaching and study time each day

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

As per Department for Education guidance, Priory Pembroke Academy will make provision for 5 hours of learning each day. We recommend students plan their work within the usual school day, building in regular short breaks.

Accessing remote education

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

Priory Pembroke Academy will use the Microsoft suite to provide remote learning. These applications are already in regular use and should be familiar to Pembroke pupils. To support pupils and parents, there are a range of guides and help sheets available on the Priory Pembroke website, and school staff are available via email and telephone to provide additional support. Resources include:

- Citrix (to enable students to access their in school desktop)
- SharePoint (Independent tasks will be available to students through this application)
- Microsoft Teams (live lessons will be delivered on this platform)
- Pembroke YouTube Channel
- Hegarty Maths
- GCSE Pod

How will my child be taught remotely?

Priory Pembroke Academy will use the on-line platforms listed above in a range of ways.

1. Teams: Live and meetings: Pupils will have at least one lesson per subject delivered live each week. During these lessons pupils will be in 'live lessons' with a teacher and other members of their class or year group. This might be for an entire teaching hour or for shorter periods to enable pupils to work independently on tasks. These sessions will provide a review of prior learning, teacher explanation of new content, and instructions for completing independent tasks when offline. This might be video/audio or audio/screen-share.
2. Teams: Streams: this is a recorded lesson or a recorded PowerPoint session that pupils will work through.
3. YouTube channels: Priory Pembroke Academy has its own channel and staff will, at times, ask pupils to view assemblies, recorded lessons and other learning materials.
4. SharePoint Curriculum based on-line resources: pupils will be directed to subject specific learning materials within the dedicated Home Learning area of SharePoint that can be used as instructed by the teacher.
5. Home Learning booklets and other printed materials as provided by subjects. It is important for parents to appreciate that not all learning will (or indeed should) be on-line.

We fully understand that pupils might not have access to a computer/laptop or might not have access at specific times of day.

1. Priory Pembroke has identified pupils who are unable to access computers/laptops or sufficient data packages through responses to the student questionnaire, September 2020 and parent questionnaire, January 2021, and will be able to offer some support. Priory Pembroke will contact pupils/parents directly where a need has been recognised. Parents and carers can contact staff at Pembroke if they require additional support, although resources are finite.
2. Pupils and parents can request that work packs are sent home that will support on-line learning if there are access problems.
3. Pupils will be able to access on-line materials outside of specific lesson time. If they are unable to access a live lesson, they can request a copy of the recording to view at a later time.

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 are expected to engage positively with remote learning:

1. Pupils must engage with the remote learning curriculum every school day.
2. Pupils must continue to adhere to the school rules of Ready, Respectful and Safe when engaging in the live lessons and online platforms.
3. There is a guide to the number of hours a pupil will spend in total on their learning each day (on-line and independently equivalent to 5 hours).
4. Pupils will not be expected to be in front of a live lesson for 5 hours each day – in any case, this practice is not educationally sound.

In supporting their child, parents/carers must appreciate that:

1. Younger pupils, and those with additional needs, may require more support and guidance at home. While staff will endeavor to 'chunk' tasks to allow all to achieve, there may be times when adult support is required
2. Pupils will have received guidance on approaching remote learning including on how to structure their day. Copies of the guidance material is available on the Priory Pembroke website for students to refer to at any time.
3. In an ideal world, pupils will have an appropriate workspace with a computer or laptop, they will also have a settled routine that fits into the academy timetable.
4. We do not live in an ideal world. A considerable degree of flexibility is required.
5. Pupils will inevitably feel anxious about their work and must be encouraged to contact a member of staff at the academy if they have not understood an aspect of their learning or if they are not able to access it. A list of all teaching staff emails can be found at the top of the Home Learning area of SharePoint.
6. Staff are on your side and will provide support throughout any period of remote learning. They want the best for your child.

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

Priory Pembroke Academy will work in partnership with you to ensure that your child is engaging with the work:

1. Teachers will take registers when in live lessons. These will be collated and monitored by the pastoral team. Where a student is not engaging in the live sessions, Parents / carers will be contacted to ascertain any barriers and steps that can be put in place to support the pupil in accessing these sessions.
2. Teachers will set work that needs handing in, and will provide a deadline to students. If work is not handed in, or is not of the expected standard, the usual pastoral systems are in place at either subject or year group level. Parents / carers will be contacted if there are concerns.
3. Each subject will have different requirements for the frequency of handing in work – this will be dependent on the hours a week they are studied.
4. Teachers use a wide range of assessments in a lesson to gauge whether a pupil has understood the work. Any immediate concerns will be addressed with the pupil. If there are deeper concerns, parents will be informed directly.
5. Reporting home will be maintained throughout the year and, unless parents and carers are notified, will follow the published timelines.

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

Feedback to pupils is an ongoing part of learning it happens during lesson times when:

1. Pupils take part in questioning activities
2. Pupils take part in knowledge-based quizzes at specific times in lessons
3. Pupils redraft and resubmit pieces of work
4. A teacher produces feedback for the entire class on a piece of work.
5. A teacher returns individually assessed pieces of work
6. A teacher provides suggestions for consideration about a piece of research
7. More formal assessment of pupil learning takes place throughout the year and will be incorporated into remote learning.

Additional Support

How will you work with me to help my child who needs additional support from adults at home to access remote education?

1. For pupils with additional needs, academy staff will liaise with families to coordinate the support required.
2. Teaching Assistants will access all live lessons in Key stage 3 to enable them to provide support to students during the lesson through the chat function, or after the lesson via email.
3. The Student Support department has provided a series of intervention resources or links to support materials which can be found in the Home Learning area of SharePoint and in the SEND area of the Priory Pembroke website.
4. Additional 1:1 support can be provided through email, Teams meetings or telephone calls where a student is unable to access the work
5. Reasonable adjustments to work; in terms of quantity; frequency and engagement will be made on a case-by-case basis.
6. Where a student with an EHCP is unable to attend, the SENDCO or Deputy SENDCO will liaise with parents to plan support and additional input as agreed within Section F. Where provision is not possible due to national or local restrictions, Priory Pembroke Academy will liaise with the Local Authority.
7. If additional support is required or you have concerns, please contact PembrokeSEND@prioryacademies.co.uk

Remote education for self-isolating pupils

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

The approach to learning will be broadly similar:

1. Pupils will access curriculum materials that are consistent with those being used in class through the Home Learning area of SharePoint.
2. Teachers will be available via email to support the pupil with their home learning.
3. Pupils will be set normal homework/extension activities that will be marked once submitted.