

Remote Learning – information for students and parents/carers

- Students in Key Stages 4 & 5 (years 10 – 13) will be provided with ‘live’ lessons via Microsoft Teams at the times they would normally have lessons according to their timetable, apart from for their PDP lessons which will be set on EduLink.
- ‘Live’ lessons via Microsoft Teams will also be delivered to students in Key Stage 3 (years 7 – 9) for English, Maths, Science, History, Geography, RE, Spanish and French at the normal timetabled times.
- Project work will be set on EduLink for all KS3 lessons for PE, Computer Science, Art, Technology, and Performing Arts.
- The Teams lessons will not be fully interactive for a full 100 minutes. It is not good for staff or students to be looking at a screen for 300 minutes every day, and it is not an effective way of learning either. The lessons will be planned to involve some teaching and interaction at the start and then for a task to be set for the students to complete on their own, away from the screen. The teacher will remain available to answer questions while the task is being completed. The teacher is likely to give students a time when they should return to the screen for feedback and discussion etc. That pattern might be repeated, depending on the length of time needed to complete the task.
- We advise students to complete the tasks set on lined paper which they can stick in their exercise books when they return to school. There are pads of paper available to collect from reception at PWS if you are able to come in to do that.
- Whilst we will aim to provide Live lessons in this format, there may be occasions when staff are absent and work has to be sent on EduLink. If this is the case we may link the class to another live lesson or we may have to set work for the class on EduLink.
- We will aim to communicate details of any changes by email or EduLink messaging to the students.
- To give the students some flexibility about organising their day (particularly important for students who are sharing IT equipment and/or work spaces at home) all Microsoft Teams lessons will be recorded, so students can access them later if they need. Recordings can be accessed within the post area on Teams.
- We expect all students to access the Teams lesson and respond to the tasks set within 2 school days of the timetabled lesson, unless they are ill. If they do not, their teacher will issue them with a behaviour point. Tutors and Heads of Year will monitor the behaviour points and contact the parents/carers of students who is accumulating numerous points to offer support with ensuring their child engages with the learning.
- There will also be a tutor lesson and an assembly once a week 8.55 – 9.15 on the days indicated below:
Mon = tutor lesson for Y7 & 11; Tues = tutor lesson for Y8, 12 & 13; Wed = tutor lesson for Y9; Thurs = tutor lesson for Y10; Friday = assemblies for all year groups.
The tutor lessons will be an opportunity for tutors to check on their students’ welfare and offer support and advice as necessary. In KS3 and KS4 they will also provide some literacy work in the form of vocabulary extension which we had planned as part of our catch-up provision. The assemblies will be an opportunity for the Heads of Year to present the weekly newsletter, together with any other items they wish to share, and will provide a sense of community for our students.

There is a student user guide for using Teams on our website at: [Accessing Online Lessons - Prince William School \(emat.uk\)](https://www.emat.uk/remote-learning)