

Remote and Online Learning Southbank Hampstead 2020

The purpose of this document is to outline the protocol to allow student learning to continue should there be a requirement for schools to close for an extended period of time. Schools will provide learning opportunities for differing lengths of closure:

1. Short term – first 5 days: **Remote Learning**
2. Long term – day 6 onwards: **Online Learning**

Remote Learning

Schools will deploy the remote learning protocol in the instance when a site is closed for a period of up to 5 days.

Teachers will provide home learning tasks to students by Seesaw (EC-G5), Google Suite (G3-5) and as appropriate via parent email.

Home learning tasks will provide opportunities across curriculum areas, this will be dependent on the age range of students. Students can submit work via Seesaw, Google classroom and email.

Online Learning

Schools will deploy the online learning protocol in the instance when a site is closed for a period of more than 5 days. Online learning will consist of regular opportunities for students to engage with the learning materials through a digital platform between teachers and students that will support independent and group learning. Please note that the school's firewalls will not be able to apply restricted access out of school and it is up to parents to monitor their child's use online.

Online Learning Tools

In the event of a long-time closure and the use of the online learning protocol, teachers will redesign their teaching and learning practices to suit the new circumstances.

	Save learning	Share learning	Share video	Messaging	Feedback	2-way video
Seesaw (EC-G5)	X	X	X	X	X	
Google Classroom (G3-5)	X	X	X	X	X	X

Daily schedule from day 6 of closure

EC-G2: Early Childhood to Grade 2 and specialist teachers will use Seesaw as a platform to assign daily or weekly learning activities. An email will be sent to parents daily with the timetable. Feedback may be provided on Seesaw either through written or audio comment.

G3-G5: Grade 3 to 5 staff and specialist teachers or weekly will use Google suite to assign tasks, conduct online lessons using Google Meet, use Google Hangouts to answer specific questions where needed and will submit and receive work using the suite that includes Google Classroom. Lessons will run from 09.00 to 15.00, with a combination of teacher instruction, independent tasks and feedback on work.

Video Conferencing

Teachers of Grade 3 to 5 will use Google Meet to facilitate learning. Teachers will send daily calendar invitations to students to join a whole class (max 25) or small group video conference, of 3 to 5 students. Students will be able to ask questions either via live video or live chat messaging.

This protocol is supported by the safeguarding policy and digital safety policy in place at school. The usage of video teaching is governed by the acceptable use policy for all members of our community.

To maintain safeguarding any video conferencing would require a minimum of three children.

Other learning platforms

Students will be able to maintain their usual access to other online platforms such as Linguascope, Epic, Mathletics and so on.

Learning at home

We recommend that you establish appropriate age based routines. Feedback from our schools in Asia who have been learning online for a while is that students should have a set workspace in the home, that online time outside of school activities is very restricted. Activities such as reading books, puzzles, building and construction and being creative have really helped strike the right balance. Ensuring you have pencils, paints, creative materials, building materials (eg Lego , K'Nex), counting materials for younger students will all help replicate a classroom at home.

Expectations

Role	Responsibilities	
Parent	<ul style="list-style-type: none"> Establish routines and expectations for digital learning Identify a space in your home for your child to work without distraction on their assigned work, where you can also occasionally monitor them as is normal practice Keep track of school communications and encourage good digital citizenship practices Conduct a daily check-in with your child about progress on learning experience and see if they have questions or need support Establish times for reflection, mindfulness, unplugged activities and relaxation practices for you and your children Encourage physical activity and/or exercise however possible 	
	For questions about	Contact support
	Assignment, feedback, deadline	Teacher (as appropriate due to age)
	Social-emotional concerns, inappropriate online behaviour	Class teacher or Stuart Bain Stuart.Bain@southbank.org
	Technology-related issues	ithelp@southbank.org
Student	<ul style="list-style-type: none"> Maintain daily routines to engage in the learning experience Choose a dedicated study area that will enable you to learn effectively Check Seesaw or Google Classroom regularly for assignments or teacher/peer feedback 	

	<ul style="list-style-type: none"> ● Respect the school's digital safety agreement and have exemplary online behaviour ● Maintain a healthy relationship with technology by using it when appropriate ● Balance your day with play, physical activity, learning and creative activities ● Read and practice your instrument every day 								
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">For questions about</th> <th style="width: 50%;">Contact Support</th> </tr> </thead> <tbody> <tr> <td>Assignments, feedback</td> <td>Class teacher</td> </tr> <tr> <td>Social-emotional concerns, inappropriate online behaviour</td> <td>Class teacher or Stuart Bain Stuart.Bain@southbank.org</td> </tr> <tr> <td>Technology-related issues</td> <td>ithelp@southbank.org</td> </tr> </tbody> </table>	For questions about	Contact Support	Assignments, feedback	Class teacher	Social-emotional concerns, inappropriate online behaviour	Class teacher or Stuart Bain Stuart.Bain@southbank.org	Technology-related issues	ithelp@southbank.org
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