



Goffs-Churchgate Academy Remote Education Provision

This information is intended to provide clarity and transparency to students and parents/carers about what to expect from remote education if local restrictions require entire cohorts (or bubbles) to remain at home or the region/country is placed into a National Lockdown.

The Remote Curriculum: what is taught to students at home?

Students who are required to learn at home will immediately follow their regular school timetable and attend all of their lessons live via Microsoft Teams. The lessons can be accessed by using their school email address. Students will follow their regular in-school curriculum; detailed curriculum maps can be found at <https://www.goffschurchgate.herts.sch.uk/319/overview-2020-2021>

- There will be five teaching lessons per day (up to one hour each), as well as form time activities following their regular school curriculum
- Students must log in, in advance of the lesson and be ready to learn
- Registers will be taken during the lesson
- Students will need to access these lesson via an appropriate device at home
- Students should use their school exercise books to record their learning (if they have them at home), or they can produce their work on word documents on a laptop or desktop. Alternatively, students could produce work on spare paper. Students must present their work exactly how they would in school and keep their work at home organised so that it can be transferred to their school exercise books on their return. All work must be correctly dated and titled so it can be quickly sorted once back at school

How we support students who do not have digital or online access at home?

We recognise that some students may not have suitable online access at home. We take the following approaches to support those students to access remote education:

- The school has access to a small number of laptops and Wi-Fi Routers that we will lend to students should they not have access to a device or the internet at home. These machines will be prioritised for Pupil Premium students in the first instance. To access this provision, please contact Ms Baker at s.baker@goffschurchgate.herts.sch.uk
- Any student, who does not have access to a laptop or device to access their lessons, should attend the in-school provision, providing they are not isolating due to Covid-19. To arrange a place, please contact your Director of Learning at the school

Engagement and feedback

Our school's expectations for your child's engagement at home

- Attend all lessons on time and participate for the whole lesson
- All lessons will follow the normal school day including form time
- Follow all instructions from the member of staff leading the remote lesson
- Remain on mute unless asked to give a response during the lesson
- Only use the comment box when asked to do so by your teacher and only for class-related learning
- Ensure that all written work is completed to the same high standards you would expect in school.
- If there are any problems, please be proactive in getting in contact with your class teachers or your Director of Learning
- Follow the timetable as set out below

8:30 am - 8:50am Form Time

8:50 am - 8:55am Lesson Change Over

8:55am - 9:55am Lesson 1

9:55am -10:00am Lesson Change Over

10:00am -11:00am Lesson 2

11:00am -11:20am Break

11:20am - 12:20pm Lesson 3

12:20pm - 12:25pm Lesson Change Over

12:25pm - 1:25pm Lesson 4

1:25pm - 2:05pm Lunch

2:05pm - 3:05pm Lesson 5

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

In every lesson, a register will be taken. This register shows the time that a student logs into their lesson and the time that they left. A member of staff in the school will contact any student who does not attend their classes in full. If your child is unable to participate in the lessons due to illness, please contact our Attendance Manager at k.maton@goffschurchgate.herts.sch.uk

Teachers will monitor both your child's performance in the lesson and the work that is produced. There are a range of feedback strategies in place. These include in-class feedback, such as students contributing answers to questions, emailing work to teachers, sharing work in Teams, and showing their work on cameras. Also, students will receive feedback on the work that they submit to teachers. It will also be our intention to continue with our standard assessment procedures that would typically occur in school

How will we work with parents to help their child who needs additional support from adults at home to access remote education?

We recognise that some students, for example, some students with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. Students with SEND needs who are not self-isolating may access our in-school vulnerable provision; please contact our SENCO, Mr. Emmott, should you require further information. Alternatively, we have ensured that our LSAs are available in lessons to provide support or offer small group sessions.

Throughout any period of lockdown, our pastoral systems will continue as usual. Should there be any concerns, then please do contact a member of our team. The key contact details are below:

Critical Worker or Vulnerable in school provision	covid@goffschurchgate.herts.sch.uk
Register for a Food Parcel	covid@goffschurchgate.herts.sch.uk
Access to ICT issues	s.baker@goffschurchgate.herts.sch.uk
Year 7	s.robson@goffschurchgate.herts.sch.uk
Year 8	d.emmott@goffschurchgate.herts.sch.uk
Year 9	s.renew@goffschurchgate.herts.sch.uk
Years 10	l.johnson@goffschurchgate.herts.sch.uk
Years 11	s.baker@goffschurchgate.herts.sch.uk
SEND	d.emmott@goffschurchgate.herts.sch.uk
Reporting a positive Covid case	admin@goffschurchgate.herts.sch.uk
Reporting an absence due to illness	k.maton@goffschurchgate.herts.sch.uk
Reporting a safeguarding concern	safeguarding@goffschurchgateacademy.com
Principal	t.sparks@goffschurchgate.herts.sch.uk