



Remote Education Policy 2020-21

Information for Pupils & Parents/Guardians

This information is intended to provide clarity to pupils and parents/guardians about what to expect from Remote Education if restrictions require entire cohorts (or bubbles) to remain at home.

For details of what to expect where individual pupils are self-isolating, please see the final section of this policy.

This policy does not cover other pupil absences.

Definition: What is Remote Education?

'Remote Education' is the term used to describe situations where pupils are being taught remotely in their own homes rather than at school in a classroom.

Remote Education is often used to refer to teaching and learning that takes place online. However, it also covers teaching and learning using hard copy resources such as textbooks and worksheets.

Holy Cross College uses both online and hard copy resources in facilitating Remote Education (see details below).

How will Remote Education be facilitated by Holy Cross College?

If Remote Education is introduced by the Northern Ireland Executive, it is **essential** that pupils are ready to begin learning, facilitated by their teachers, each day by 9am and that they are engaged in their learning throughout the day as they would be when in school. **Remote Education should not be viewed as 'time off' school.**

Google Classroom is the main platform being used by the College to facilitate Remote Education.

During term one of 2020-21 all pupils were informed of arrangements for Remote Education, for example Google Classroom codes were issued and pupils were shown how to access this platform and how to submit classwork to their teacher.

These access codes were shared with parents/guardians along with a guide on how to use Google Classroom effectively. (This information will be updated and shared with parents at the start of term 2).

What if a pupil does not have access to an IT device?

It is important that you inform the College as soon as possible so that your child can access Remote Education provision. In the first instance a hard copy (paper based) work pack will

be collated for the pupil. The Education Authority will be contacted and a request to loan a device will be made.

The remote curriculum: what is taught to pupils at home?

Pupils will follow the same curriculum at home as they normally do in school wherever possible and appropriate. However, some adaptations will be necessary for particular subjects that have a significant practical element i.e. Design & Technology, Home Economics P.E & Science.

Teachers will make use of a variety of teaching & learning methods when facilitating Remote Education depending on the requirements of the subject/topic being studied. These methods may include visual/audio presentations, reading & writing tasks, short answer/quizzes to gauge topic understanding, use of appropriate websites to reinforce learning and project/research tasks.

Pupil Engagement

The College expects pupils to follow instructions issued by their teachers regarding completion of classwork, tasks and assessments. Whilst it is a good idea for pupils to follow their school timetable when learning remotely the College understands that this may not always be possible for pupils who share a laptop/tablet or other IT device with family members.

However, all work set **MUST** be completed in the timescale set by the teacher, which will be reasonable and similar to time allowed to complete work when in school.

Similar to when in school, pupils are encouraged to ask their teachers for help if they are having difficulty with a topic or task. The easiest way to do this is to post their question on the Google Classroom for that subject or to email their teacher through the MY School C2K email system.

Your teacher will respond to reasonable questions during or before the next time you are timetabled for that subject. Please do not expect your teachers to respond to your questions after school hours.

If the pupil's question is not specific to them but rather a general subject question the teacher may post the answer to the whole class (without referencing the pupil who posed the question) in order to avoid repetition in questions being asked and to clarify understanding for all pupils.

Parents/Guardians will encourage positive learning routines at home. Parents/Guardians should also check that their child has joined the Google Classrooms created by their teachers. Pupils should complete work set by their teachers, taking time to complete the work set to a high standard. Ideally, pupils should complete their work with minimal distractions.

Pupils will submit their completed work either by uploading it to Google Classroom (see Parent's Guide) or via the C2K My School email system. Teachers will instruct pupils on how they wish work to be submitted.

Teachers will provide whole-class feedback and in the case of assessed pieces of work individual feedback to pupils.

If pupils are not engaging with Remote Education teachers will inform the child's form teacher, as they would if they were not working well in school. Parents will be made aware of significant issues by a member of the College's Pastoral Team.

Additional support for pupils with particular needs

The College recognises that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents/guardians to support those pupils.

If you require such support please contact one of the College's SENCOs, either Mr C O'Neill or Ms C Doherty by phoning the College office on 02871 880315.

Remote Education for individual self-isolating pupils

Where individual pupils need to self-isolate but the majority of their peer group remains in school, how remote education is provided will differ slightly from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

If your child is required to self-isolate due to instructions issued by the Public Health Agency you should inform your child's form teacher so that they can request work from teachers. Class notes or learning material as well as homework tasks will be posted on Google Classroom.