**Remote Learning & Tier 2 Contingency Plan Policy – October 2020**

**1.1 Individual Remote Learning**

# RATIONALE:

The DFE published guidance for full opening of schools in August 2020 and updated the guidance on 1st October 2020 to include expectations of remote learning for those students who have to self-isolate. This is in addition and does not alter the contingency planning for the four tier system published on 31st August 2020. The guidance has changed again for the re-opening of Schools on the 8th March 2021 and this documents has been up-dated to reflect this.

# PURPOSE:

The purpose of this policy is to clearly outline how Shenfield School will provide remote learning for individual self isolating students that follows the DFE guidance and aligns with the Curriculum.

# INFORMING THE SCHOOL:

In accordance with Government guidance, Shenfield High School should be informed immediately of the following:

* A member of a student’s household has tested positive for Covid 19.
* A student is displaying systems of Covid 19 and requires a test.
* A student has been asked to self-isolate via Track and Trace.
* A student has tested positive for COVID 19

# FIRST 48 HOURS:

Once Shenfield High School have been informed by a family that a student has to self isolate for a period of time, the student is expected to use the PREP Newsletter as the source of their learning for the first 48 hours. This work is aligned with the curriculum and allows students to explore their topics in greater depth through a variety of activities.

# REMAINING PERIOD OF ISOLATION:

Once the 48 hour period is over the school will provide work for each lesson the student would receive that day. The PowerPoint presentations or resources will be converted into PDF format in order for students to access the files on numerous different devices. The powerpoints or resources will be adapted by staff to ensure all activities are accessible in the home environment and offer feedback on completed work where appropriate.

For Key Stage 4 & 5 students, teachers are encouraged to invite students to the ‘live’ classroom via Microsoft Teams. This ensures students have access to the learning in the classroom and opportunity to ask questions. Where Teams in not appropriate for the lesson or subject then PDF powerpoints should be sent.

Where students would have had PE practical, students would be expected to use the hour to do some form of light exercise, where appropriate and if possible, within the home. This expectation would only be the case if students where not experiencing any symptoms of Covid 19 and are healthy enough to do so.

# RETURN TO SCHOOL:

Once students return to school after self isolating they will be expected to complete any assessments they have missed to ensure teaching staff are aware of any gaps, misconceptions or difficulties they have had during their remote learning period.

**1.2 - Tier 2 Contingency Plan**

# RATIONALE:

The DFE published guidance for full opening of schools in August 2020 and updated the guidance on 31st August 2020 with an expectation for tier 2 planning to be in place by 1st October 2020. This document has now been up-dated to reflect the new guidance for the re-opening of schools on 8th March 2021.

# PURPOSE:

The purpose of this policy is to clearly outline how Shenfield School will provide remote learning for whole year group isolation or if the school is required to move to Tier 2 in accordance with the DFE guidance.

# Key Principles

* Students must have a full curriculum delivered either within school or through online resourcing.
* Staff workload must be reasonable and any preparation workload to be kept to a minimum whilst the full timetable is currently running in school.
* Whilst there should be an expectation to complete more work this time round, student well-being, available resources and home environment must be considered.
* Library will open for key worker and vulnerable students staffed largely by support staff and specialist SEN staff to allow time for teachers to give quality marking and feedback.

# Year Group Isolation

If a year group has to isolate, due to a number of positive tests, the following action plan should be implemented:

* **Holding Work** - Work set for the remainder of the day in which the positive case is identified via Go4Schools. This might be a presentation, further research, essay or creation of revision notes.
* **Online Lessons** – From the next full school day, lessons will take place ‘live’ via Microsoft Teams. The timetable will run as usual but virtually.
* **Marking & Feedback** – There will be at least one assessed piece of work for every two weeks of remote learning. This will be in line with departmental marking and feedback policy or adapted for remote learning conditions.
* **Return to school** – On return to school subjects will assess student understanding of topics covered remotely and address gaps or misconceptions.

# Tier 2 – Rota System

If the school is required to move to tier 2 – the following models could be implemented:

**Fortnight Cycle – Timetable**

|  |  |  |  |
| --- | --- | --- | --- |
| **Week 1 (A)** | **Week 2 (B)** | **Week 3 (A)** | **Week 4 (B)** |
| Year 7 – ALL – In School | Year 7 – ALL – In School | Year 7 – [Online] | Year 7 – [Online] |
| Year 8 – [Online] | Year 8 – [Online] | Year 8 – ALL – In School | Year 8 – ALL – In School |
| Year 9 – ALL – In School | Year 9 – ALL – In School | Year 9 – [Online] | Year 9 – [Online] |
| Year 10 – [Live Online] | Year 10 – [ Live Online] | Year 10 – ALL – In School | Year 10 – ALL – In School |
| Year 11 – ALL – In School | Year 11 – ALL – In School | Year 11 – [Live Online] | Year 11 – [ Live Online] |
| Year 12 - [Live Online] | Year 12 - [Live Online] | Year 12 – ALL – In School | Year 12 – ALL – In School |
| Year 13 – ALL – In School | Year 13 – ALL – In School | Year 13 - [Live Online] | Year 13 - [Live Online] |
| Key Worker & Vulnerable | Key Worker & Vulnerable | Key Worker & Vulnerable | Key Worker & Vulnerable |

* Subjects will either provide live online Lessons via Microsoft Teams or Pre-Recorded lessons via Planet e-Stream if more appropriate.
* For Live lessons the new e-safety policy guidelines must be followed.
* Support staff and LSAs will be used to support Key Worker and Vulnerable students in the Library which will be used exclusively by them. This will create a mixed year group bubble for the duration of Tier 2.