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Prospect School – Remote (Tiers Two to Four) Learning Plan September 2020

Prospect School reopens to all students as from 7th September 2020. It is anticipated that the vast majority of students will be in school for all their lessons. However, there are two groups of students who may be absent from school from early on in the new term and therefore will need an online learning provision:

- Students who are isolating or quarantining, those awaiting the result of a COVID-19 test, or those who have received a positive result to a COVID-19 test. These students will be coded as 'X', which counts as present.
- Students who have failed to behave in a way that ensures the COVID Security of the school for all other students and staff. They may be required to work at home whilst a further risk assessment is carried out. These students will be coded as 'B', which counts as present.

Additionally, we will have a contingency plan in place which can be activated immediately in the need arises due to going into a further national or local lockdown, or in the case of a lockdown for specific year groups.

From September 2020, we will ensure that the following actions are taken so an effective remote learning contingency plan is in place (whilst/if the school remains open)

- All students who were lent a laptop in the first stage of lockdown will be asked to return them to school. This will enable the laptops to be cleaned, repaired and have any necessary software updates.
- A full audit will be carried out to put in place a register of which students may require a laptop in the event of another lockdown.
- A full audit will also be carried out to ascertain the levels of technology support that teachers will need in the event of a further lockdown.
- All staff will be required to upload all lesson resources to MS Teams on a daily basis so work is provided for an students that are either code 'X' or code 'B'. A member of student services will have the specific role of making daily contact with these students to ensure that they are working and dealing with any queries that they may have. Teachers can make use of the resources provided by Oak National Academy and/or

Greenshaw Learning Trust. Teachers need to plan lessons that are suitable for both classroom and remote learning.

- All homework tasks will be set on MS Teams to encourage students to use this as their 'normal' way of working so in the event of a full lockdown they are already familiar with it. This will also reduce the need for students to take exercise books home and thus maintain a COVID Secure site.

Following the publication of the DfE's latest guidance on 28th August, we will operate a four Tier approach to any possible school closure. The activation of these tiers will be determined by the Department for Education/Public Health England and may be on an individual school level, local or national.

Tier One: This is the default position as outlined above; we will be open to all students, providing remote learning to students who are absent due to COVID-19 or who need additional support to manage their behaviour within a COVID-Secure school.

Tier Two: This will be the initial response to a local or national lockdown; students will be educated on a rota basis of two weeks on, two weeks off, within their bubbles. This would mean in practice that Years 7,8 and 6th Form would attend for two weeks, then have two weeks of remote learning, whilst Years 9,10 and 11 would attend for the alternate two weeks. All teachers would continue to teach from school, delivering a mixture of lessons to students in school and remote live/online lessons to students who are at home.

Vulnerable and the children of critical workers would continue to be able to attend school for all four weeks of the rota.

Tier Three: Only vulnerable and children of critical workers will attend school, as well as selected year groups as identified by the DfE. All teachers would continue to teach from school, delivering remote live/online lessons to all other students.

Tier Four: Only vulnerable and children of critical workers will attend school. Most teachers will work from home, delivering remote live/online lessons.

- We will continue with the existing school timetable.
- In Tier Two, (specific year groups/bubbles on a rota basis) tasks will be provided using MS Teams, uploaded by teachers and using additional resources from Oak National Academy and Greenshaw Learning Trust. Teachers will deliver lessons on a rota basis to different year groups, teaching as normal in the classroom to the year groups that are in, and providing remote live/online learning to the year groups that are at home. All teachers will continue to work at school. There will additionally be children who are not in school during their allocated rota due to illness/management of behaviour and online tasks will need to be provided for these students.
- In the event of Tier Three or Four, teachers will be expected to deliver the vast majority of their lessons remotely live/online (there will be individual times when this is not necessary). At Tier Three, most teachers will continue to work from school, at

Tier Four most teachers will be working from home where they will provide remote live/online learning to all students.

- Live lessons do not need to be teacher directed for the whole hour. As with classroom-based learning, we would expect teachers to spend some time introducing and setting/explaining the tasks with students then carrying out tasks individually.
- Teachers will need to mark and provide feedback to all submitted work in a timely fashion.
- Teachers will need to take registers at the start of every lesson (using Class Charts where students are in school and through Teams where they are not) and follow up any students that have not engaged, via their HOD in the first instance. *ClassCharts should not be used for registering students who are learning remotely as this feeds into SIMS and the DfE attendance return.*
- Heads of House will maintain an overview of student engagement and will follow up with students that are failing to engage in multiple subjects.
- We will continue with the expectation that form tutors will be responsible for making weekly contact with all students whilst they are not in school and escalating this to Heads of House/Safeguarding Team where this has not been possible, despite multiple attempts.
- Teachers of predominantly practical subjects may be redeployed to support their colleagues in other curriculum areas.
- Reports will follow the normal pattern; we will follow the same model for parent consultation meetings, holding these virtually. The timetable for these may change slightly depending on which Tier we are in.

Free School Meals

There is an expectation by the DfE that student who are entitled to FSM will be provided with vouchers/food parcels or otherwise during any period of absence.

We will initially provide supermarket vouchers although on request will work with Innovate to deliver food parcels.