Rednock School

Blended Learning Guide

Rednock School

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Blended learning refers to a mix of in school and remote learning provision

This booklet is designed to guide you through the blended learning experience. You may find yourselves using blended learning, being taught remotely or learning from home if:

- One of your teachers is absent due to illness.
- One of your teachers is absent due to quarantine or self-isolation.
- A year group bubble may need to isolate at home and therefore access the learning remotely.
- Rednock School has to close for a short term period.
- There is a longer term local or national lockdown.

If you find yourself learning from home, we have prepared a number of contingency plans to support you. This is part of our **blended learning** approach. Please read through the following guide.

The aim of this guide is to provide as much clarity as possible as to how we will deal with these different scenarios as a school, whilst maintaining our core aim of providing a quality educational experience. We will work in partnership with you to provide academic and pastoral support.

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Google Classroom

We are using Google classroom for online learning from home. All teachers are posting all lesson materials on Google Classroom for every lesson taught.

Google classroom is able to facilitate 'Live' lessons via Google Meet. Your camera will be turned on so you will be able to interact with others in your classes. Remember it is your responsibility to take part in remote learning sensibly and respect others. We take misbehaviour online as serious as misbehaviour in school.

You can access Google Classroom by your login to the school network via the school website homepage - **www.rednockschool.org.uk**

Click **here** for login support for Google classroom.
Click **here** for login support for Satchel:One (show my homework).
Click **here** for an introductory video about using Google classroom.

If...

I have a poor internet connection or I do not have internet access or I share a computer or I do not have a computer/digital device to access my work.

If any of the above apply to you it is essential that you inform your tutor so we can make specific plans to help you continue your education.

Contingency plans for different scenarios:

1. If one of your teachers is ill and is unable to work

When a member of the teaching staff is ill, the usual absence procedure will follow: -

Your teacher or the curriculum team leader will set classwork for you using Google Classroom. Your lessons will be led by a cover supervisor/supply teacher. Where possible, we will use someone from the department to support you.

Should the absence be longer we will consider sourcing some specialist supply cover as appropriate.

2. If your teacher is in quarantine or isolating

If a member of the teaching staff is absent from work due to isolation or quarantine and is not unwell we will follow this procedure with regards to lessons (where we are able to staff classes).

Lessons will be delivered through Google Classroom, by the teacher, where possible. A cover supervisor/supply teacher will be present in lessons to facilitate classroom learning. Post 16 students will need to be responsible for their own conduct and organisation of the lesson.

Registers will be taken as normal.

Your teacher will teach you remotely using Google Classroom and Google Meet.

Your teacher will continue to assess work where possible.

Homework will be set.

Teachers will continue to post all lesson materials on Google Classroom.

3. If you have to self-isolate

Your parents / carers will inform the school if you are unwell; if you are isolating or alternatively if you have been sent home from school if you are displaying Covid-19 symptoms.

If you are absent from school due to possible Covid-19 symptoms or self-isolating, you will be marked 'X' on the register. Please contact school to alert us and we will make sure your teachers are aware and that you will be working on the Google Classroom and continuing with your education at home.

You will be expected to keep up with the work when absent from school (health permitting) and will need to follow the normal timetable.

You can communicate with your teachers via email and access the work via Google Classroom and Satchel:One (Show My Homework).

Please contact your teachers or your tutor if there are any problems with the lessons or work set.

4. If your year group bubble has to stay at home to self-isolate (short term)

Your work will be communicated to you by the normal routes Satchel:One (Show My Homework) and Google Classroom. Live lessons will take place using Google Meet through Google Classrooms.

Your work will be set following your current timetable.

Students are expected to follow their timetable.

Teachers will follow the school timetable via Google Classroom and Google Meet.

Students are expected to attend all timetabled lessons (digital access allowing).

Students who are unable to attend at the start of the live lesson as per timetable, will be able to catch up with the recorded lesson content and resources on Google classroom.

Your teacher will continue to teach the curriculum.

The current timetable will continue in school for those year groups not self-isolating.

Feedback and Assessment

Your teachers will ask you to upload work via Google Classroom; this may include class work, notes, photographs and assessment questions.

Feedback will be given in line with the Curriculum Policy.

Reminders

- Access work using Google classroom and Satchel:One (Show My Homework).
- Follow the current school timetable.
- Attend live lesson sessions.
- Complete homework communicated via Satchel:One.
- Submit work as per the teacher's instructions.

5. If Rednock School has to lockdown (short term, 2 / 3 weeks)

We will follow the same procedures as with a year group or multiple year groups in isolation (section 4), with an amended provision of lessons.

Post 16 students will study all lessons as per the normal timetable.

Key stage 4 students will study all lessons as per timetable, except a non-examined core (Life Skills and Ethics and PE).

Key stage 3 will study all subjects as per timetable, except PE and Life Skills.

School will communicate this to you by the usual communication routes (email/text/school website/Facebook).

Please note we will follow government guidelines to provide for the supervision of vulnerable students and children of key workers.

Please check this blended learning guide for instructions and expectations.

6. If there is a nationwide lockdown (longer term)

The school will follow government guidance to determine the requirement for all or some staff (teaching and support) to work in school. We will follow government guidance as to the provision of supervision for children of key workers.

We will follow the same procedure as us with a year group or multiple year groups in isolation with an amended provision of lessons.

- Post 16 students will study all lessons as per the normal timetable.
- Key stage 4 students, will study all lessons except a non-examined core (Life Skills and Ethics and PE).
- Key stage 3, will study all subjects except PE and Life Skills. Core PE will provide a training plan or challenge for you to complete.

Expectations

All Rednock students, in all year groups, are expected to attend Google classroom lessons (digital access allowing).

We want your learning to continue and for you to engage with the discussions and tasks set.

Where required by your teacher, you are expected to upload your notes and additional work onto Google classroom **the same day**. It is a good idea to get into the habit of doing this at the end of each lesson session.

Your lessons will mirror what you are currently studying in class, in school.

You are expected to attend your tutor group meeting and the year group assembly.

Student Protocols for Online Learning - Google Classroom / Google Meet

When joining a live lesson on Google classroom you will use the Google Meet function via your school login. You will need to:

- Follow the instructions set by the member of staff and accept the invitation.
- If you are asked to remain muted or to only use the voice functions please follow the instructions.
- You should be in a public room, for example your living room, kitchen or dining room wherever possible.
- Make sure you are appropriately dressed.
- Do not amend any settings unless asked to do so by the teacher.
- The session will be recorded for you and your classmates to access. You are **NOT** to share these recordings beyond your class group.
- Respect others.
- Ask questions using the chat function.
- Engage and actively participate with your lessons.
- Complete all tasks in a timely fashion and submit work to your teacher as instructed.

Building Resilient Learners

Many of you have already shown us great resilience, perseverance and self-regulation in the previous lock down period. We have no doubt you will continue to do so as we look to the future. Remember throughout this period you will still be developing skills such as communication, learning, teamwork, creative problem-solving, organisation and information. You will also be developing character capital such as commitment, independence, flexibility, diligence, adaptability, confidence and self-regulation.

Getting Organised

- Find a suitable workstation at home.
- Make it a clear space, with note paper, exercise books, pens etc.
- Make sure you can access Satchel:One (show My Homework) and Google Classroom.
- Download the Apps (Google Classroom and Satchel:One).
- Use the Google Calendar, check this at the start of each day.
- Use your timetable as a visual reminder of what your day looks like.
- Upload all class notes and classwork onto Google Classroom the end of the day.
- It would be even better if you were organised and did this after each individual lesson.

Making the most of Google Classroom and 'Live' Lessons

- Attend all lessons, tutor meetings and assemblies.
- Be an active participant; use the chat function to ask questions, initiate points, share ideas, speak up, make suggestions, get involved, contribute, etc.
- Ask if you are not sure or do not understand.

Support from School

The first way we can support you is to offer you a structure to your day. We will do this by maintaining the timetabled lessons. The aim is to help you organise your time effectively while learning at home.

You will be able to check in with your tutor once a week in a smaller group: this will be on Google classroom.

A year group assembly will be held once a week. This will be an excellent opportunity for you to keep up with the pastoral side of the school.

Don't forget the well-being hub on Google classroom to support you.

If you have not joined yet the class code is **2rykwzg.**

Your Wellbeing

Whilst at home, over the course of the week you will be expected to attend your community assembly and join with your tutor for a catch-up session.

Your Community Leader will deliver an assembly on Wednesday at 8.40am.

Your tutor will divide the tutor group into five subgroups - so you will have a smaller tutor meeting with about five or six people from your tutor group. Tutors will meet with tutees on Google meet on a rota for 15 minutes (one small group of six or seven at a time) allowing for a conversation with the group. Each student will therefore receive one tutor session per week.

Don't forget - you can also email your tutor if you have any concerns.

Contact Details

If you have any questions please email **admin@rednockschool.org.uk**

A Message from The Head Teacher:

We have every confidence that you will be able to learn well online; you have the skills and the experiences from lockdown. Remember that we are here to support you with your online learning and with any other difficulties.

Your resilience and strength has shone through, during these very challenging times. Together we will get through this!

Mr Alexander

Rednock School
Quality, Partnership, Success