

## English, Media and Literacy: expectations for isolated working practices:

The students can expect from us:

- **If a whole class or year group are isolated**
  - a blended learning plan which is accessed through the campus website as well as our English Drives and Google Classroom. Students will be familiar with how to use this as they have been shown how to use this, on a regular basis by their teacher, when in class
  - this will be reinforced through Google Classroom instructions either every day there is a lesson, or at the beginning of that week
  - work will be set by 8am (there may be a delay on day one of absence depending on when teachers are alerted to absence)
  - as appropriate for the unit being studied, lessons may be a 'live recording' which the students can access on the Drive or via Google classroom - as per the teacher's instructions. This may be the student's teacher, another teacher, or a link to an on-line tutorial
  - teachers will usually be available during normal lesson time to respond to emails and look at work either emailed or sent through Google Classroom. Students and parents need to bear in mind that teachers may be asked to cover other lessons in that period, so should be patient
  
- **If individual students are isolating whilst the majority of students are in class**
  - teachers will see which students are self-isolating via the codes on our internal system when they take the register for that lesson, and confirm the work as soon as possible afterwards
  - if any doubt as to absence, teachers will refer to the attendance team/head of year for clarification
  - a blended learning plan which is accessed through the campus website as well as our English Drives and Google Classroom. Students will be familiar with how to use this as they have been shown how to use this, on a regular basis by their teacher, when in class
  - students are expected to access the blended learning plan independently and will be reminded by their teacher through Google Classroom
  - teachers will make every effort to get back to students (eg.respond to a query or look at work set) within 48 hours of the student contacting them, however students and parents must bear in mind that teachers will still be teaching the remaining students in the classroom
  
- **For students with no internet/email access**
  - these students will be supplied with either a workbook, or a package of resources, with clear instructions on which sections to complete

- arrangements will be made via year heads to have a telephone conversation with students to check on their progress and potentially collect work for feedback

### **What we expect from **students****

- to understand that it is written in law that schools set relevant work, in line with on campus teaching, for students to complete
- to understand this is compulsory work and students must engage positively and proactively with resilience
- to access Google Classroom and read the instructions for the lesson carefully
- to complete all the work set to the best of their ability
- to submit work where requested, or if handwriting, send the work into school for feedback
- students to contact teachers via Google Classroom, or Google e-mail, during school hours if they need instructions clarifying or further guidance