

Effective Remote Learning Expectations

To ensure that everyone is safe and can participate in remote learning effectively, there is a need to provide a framework in which that learning can take place. The following provides the minimum expectations for parents/carers, students and staff on which remote learning can be delivered.

Expectations for Parents and Carers

When students are carrying out learning remotely, parents/carers should use the following as guidance. School is aware that some of the things below are not always possible but please feel free to discuss with teachers any areas that you may need support with. Parents/carers should:

- Ensure that students are supervised appropriately. Please contact the school if you have any concerns regarding the online safety of a student.
- Support the student to try to complete their work so they can concentrate without distractions. They will need their device or work pack, a table and chair, and their usual school materials (pencils, books etc.).
- Ensure their child is dressed appropriately as they may be required to take part in an on-screen class conducted via video (using Teams or any other video conferencing tool). Furthermore, it is the responsibility of parents/carers that, in those lessons, their child does not broadcast any images/audio that could be illegal or may cause offence.
- Minimise background noise and be aware that it can be picked up on the student's microphone.
- Ensure their child understands that recording of the sessions (audio or video), in any way, is prohibited.
- Contact the school for any help, support or guidance regarding the work or any other aspect of the student's safety or wellbeing.
- Encourage students to complete all of the work set.
- Make sure that for students who are receiving paper based work packs, these are sent back to school (using the stamped addressed envelope provided) when the work is complete.

Expectations for Students

While I am taking part in remote learning, I will:

- Let people in my household know that I am going online to learn or completing work on paper.
- Try and find somewhere quiet so I can concentrate on my learning.
- Try to complete all of the work that is set. I, or a family member, will be able to package my completed work up and post it back to school.
- If completing online work, log onto Teams using my own username and password.
- Follow either verbal or written instructions carefully so that I know what to do.

- Understand how to ask for help, either online or by contacting the school. We will try and help you as soon as we can.
- When communicating with others, especially using my school based accounts, always be polite.
- Work hard and remember to respect the efforts of others taking part in the lesson.
- Remember our high expectations: I will follow school expectations for learning whilst working and always do my best.
- When involved in a live stream, never record a lesson and always behave in an appropriate way.

Expectations of Westlands Academy staff:

- Ensure that all remote learning is carried out in line with safeguarding policies and the wellbeing of all students, families and carers.
- Work with parents and carers and students to ensure that students receive the appropriate type of learning resource, be these online, paper based or via other formats.
- Ensure that, when the requirement for home learning becomes apparent, resources are made available to students.
- Learning resources provided will ensure that students receive work that is in line with the planned, in-school curriculum to ensure continuity of learning.
- Staff will engage with students, parents and carers on a regular basis to provide support and clarification on all aspects of completing the work.
- When work is complete and returned, staff will provide suitable feedback in line with the school feedback and marking policy.