



The aims of the online learning policy are to ensure that:

- our plans consider the impact of online learning and school closure on the wellbeing and pastoral support of our students and staff;
- we are prepared for online learning during school closure;
- our online learning is meaningful and productive for our students to ensure they continue to make progress;
- we have in place measures to particularly support our Year 11, 12 and 13 students during school closure so that the impact of this is minimised;
- we minimise the impact on our provision and calendar because of school closure.

### **B) Procedures for Online Learning during School Closure (long and Medium term)**

To plan effectively for online learning, teachers will need time to plan. The procedures below will begin after some planning time. Work will be set via google classroom during this period. We will notify parents when 'live' lessons will be available.

We will follow the usual timetable, so students should be online and ready to work from 8.00am to 3.30pm.

#### 8.00-8.30

- Tutors will schedule 1-2-1 weekly sessions with their tutees between. Appointments will be issued by tutors via email.
- Tutors will be online for My World sessions or assemblies or welcome videos from SLT.

#### 8.30-3.30

- Lesson 1 will begin at 8.30. We will take a register every lesson.
- Online learning will be mainly delivered via Google Classroom and/ or various online conferencing. We will launch with Google Hangout video conferencing ( a 'live' lesson).
- Subject teachers will attempt to connect virtually with students at the beginning of every lesson with a 'live' session, and preferably towards the end, when possible.
- Students need to mute their microphones during teacher explanations or when others are speaking. Students must use hands up emoji (🙋 or 🙌) to address the teacher/ class.
- Teachers should instruct pupils to turn off their cameras and mute when necessary.
- Some lessons may be a pre-recorded video.
- All teachers will be available online during lessons even if the lesson is pre-recorded - to answer any questions 'live' for students.
- We expect all our students to behave appropriately when online and act as they would in any BSKL classroom. All our school rules apply.



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- All lessons **will** be uploaded onto Google Classroom, if appropriate, prior to the lesson (in some cases, this is not possible as it may ruin the element of surprise).
- We note that ‘live’ lessons may be appropriate for KS4 and 5; however, activities will be set to encourage students to work away from their laptops as often as possible, particularly at Key Stage 3.
- Assessment, feedback and marking in some form will be given. Priority will be feedback to Year 10-13 who will continue to receive feedback once a week at least.
- Enrichment (Wednesday period 6) will be cancelled and students should refer to the wellbeing google classroom for offline activities.
- Year 12 and 13 tutorial (university prep) lessons will continue. Tutors and Sixth Form Team will continue to respond to requests for 1:1 support meetings. Y12 students have a 15th June deadline for the first draft of their UK university personal statement.
- Heads of Year will monitor attendance to ‘live’ lessons.
- SLT may review the structure of the day or the week and inform staff and parents accordingly, depending on the length of the closure and any changes to crisis faced (eg we may introduce a consolidation of learning day into our timetable).

### **Read, read, read!**

As students are indoors currently, it is a good time to enjoy reading and delve into their favourite books. **BorrowBox** is an extensive BSKL online reading library offering a wealth of audio and e-books. I recommend at least an hour's reading a day! Please see details below from Ms Gatland.

Please see [here](#) for details about our BorrowBox and other reading activities.

### **Parents' Role During Online Learning**

Parents will need to support their child/ren in their learning by:

- Providing an environment conducive to learning (access to technology, safe and quiet space during daytime). Where possible, children should not work in their bedrooms.
- Engaging in conversations on posted materials, assignments.
- Monitoring time spent engaging in online and offline learning. If possible, please discuss with your child their learning daily.
- Support emotional balance by providing ample room and time for reflection, physical activity, conversation etc.



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- We will be doing our best to monitor the amount of time students are spending on their laptops; we will strive to provide a variety of 'active' and away from their screens. However, do please monitor this as well and contact us if you are concerned.
- We will contact you if students are not available online and not 'attending lessons'. We wish to maintain the same standard and expectation of 'every lesson matters'.

### **Advice for Parents with EAL Students**

- Encourage your child to skim and scan texts for approximately 5 key words per text and use Google translate for these.
- Encourage your child to proofread their work carefully, they could read it aloud to you to help them to spot errors (check specifically for errors when using countable & uncountable nouns / verb-tense agreement / sentence structures / punctuation)
- Encourage your child to read challenging but accessible articles on **theday.co.uk** and **newsela.com**, identifying key words that they don't understand and using Google translate for these, completing the quizzes to test their comprehension.
- Remember that your child should be reading in the English language for a minimum of twenty minutes per day which should be uninterrupted

### **Wellbeing**

Please monitor screen time carefully and let us know if we can support it in any way. We have a wellbeing Google Classroom which can be accessed by all students [here](#)

Finally, clearly, the health and wellbeing of our students remain a priority. **Students should not be studying if they are unwell, and should concentrate on getting better.**

Stay safe and best wishes

Mrs Zora