

Our Promise for Remote Learning

In the event of a school closure it is our intention to keep learning as normal as possible. We will do this through:

- Your child will follow their normal timetable
- Your child will continue to learn the same content as they would if they were at school
- Your child will have access to a minimum of 40 minutes learning in each hour lesson
- Your child will receive narrated PowerPoints as a minimum expectation. *Some lessons may deliver live learning.*
- Your child will be set fortnightly quizzes, or similar, learning check activities
- Your child will have *at least* one piece of formally marked work within each term
- Your child will be able to email their teacher for support and help
- Your child should access, and submit, work on MS Teams. All work will be duplicated on Class Charts
- All students have had training on the use of teams and can remind themselves
- Where appropriate, phone calls from the form leader will resume, and occur at least termly

How we have prepared our staff and your child:

We have:

- Trained each child in:
 - How to access their emails
 - How to use MS Teams
 - How to use Class Charts
- Shared our vision of remote learning with staff
- 'Upskilled staff further in effective remote teaching
- Complete staff and student voice survey's to gather a sample of feedback from our experiences earlier this year and took appropriate onward steps
- Planned for a Parent Forum in November
- Prepared the website for ease of accessing information
- Ensured we have accurate information on each student in terms of technology and vulnerability
- Ensured each department is ready

In Term 1 Mr Salberg wrote to parents/carers to explain our future plans. You can read this [here](#).

Training

Click on the link below to access some brief video training resources here:

1. [How to access emails and Office 365](#)
2. [How to use MS Teams effectively](#)

Who to contact if:

- Your child is finding their work difficult: Class Teacher
- You, or your child, has concerns over quality of work: Subject Leader
- Your child is suffering from stress, anxiety, friendship issues, social media concerns and well-being: Form Leader

- You, or your child, needs advice and guidance on routines, how to work effectively at home and cope during lockdown: Form Leader
- You, or your child, are concerned about persistent friendship issues or concerns around social media: Year Leader

Supporting student wellbeing:

In order to ensure communication with students and families is fluid and consistent the following measures will be taken to support the student and families' wellbeing and to support the student with work:

- Weekly communication from the form leader in the form of The Student Bulletin. This is sent weekly as a class charts notification. Students are expected to respond to the form leader on email weekly.
- Termly contact with all families at least once during each term. This may be via email or phone call.
- Weekly online assemblies sent to all students and parents weekly.
- School wellbeing email address will be in operation, to which any student or family can send their concerns to. This can be regarding stress, anxiety or any worries that the student or family are having. The email address is: Wellbeing@wren.excalibur.org.uk
- Guidance for students and parents is outlined on the '**Keeping your child safe and happy at home during current Covid-19 lockdown**' document.

Click [here](#) for the Remote Learning Policy

Click [here](#) for the Remote Learning Contingency Plan