



**KING EDWARD VI
HANDSWORTH
SCHOOL FOR GIRLS**

King Edward VI Handsworth School for Girls
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Dear Parents and Carers,

I hope that you and your families remain well.

I should like to thank you for the support that you continue to provide to the school and your child with remote learning. I should also like to express my sincere thanks to our subject staff who continue to work exceptionally hard to support the progress and learning of students with varied, engaging and purposeful learning tasks. We should not forget to congratulate our students who have remained committed to their own progress despite the extended period of absence from school.

I would like to take this opportunity to outline how the school will proceed in terms of remote teaching and learning in the final half term of this academic year. This approach has been carefully considered in light of feedback from subject staff and students, keeping in mind the health and well-being of our school community and the need to balance learning tasks with other commitments and responsibilities at home for both staff and students.

The below guidance applies to both children of key workers who are working in school and those students who are continuing their learning from home.

Key Stage 3

Students in Key Stage 3 will continue to receive one 50-minute lesson per subject per week and which can be done at any time over the course of the week before the deadline for submission. This learning task will be set by Monday at 9am with a set of clear instructions to accompany the task and a deadline for completion. This will allow students a greater level of flexibility when timetabling and managing their workload for that particular week. We will not be setting additional home learning. Students should submit their learning tasks as per departmental instructions. Most learning tasks will continue to be set and then submitted using Google Classrooms, Kerboodle, My Maths/Dr Frost maths, Click View and other online platforms. We encourage students in Key Stage 3 to create themselves a weekly timetable which allows them to engage with school learning but also to continue with other enrichment activities such as reading for pleasure, exercise, cooking and developing their own individual hobbies and interests.

Whilst we cannot replicate the classroom environment, staff are making every effort to continue to move learning forward with the coverage of new content and concepts. Additional support may be given to students through the addition of more explicit instructions and, in some cases, screen captures or audio recordings to support learning where appropriate.

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Feedback

- Currently no individualised feedback will be given to students. Whole-class feedback will continue to be given where it addresses misconceptions and supports future learning. Please encourage your child to spend time considering this feedback, how and where it applies to their learning and what action they can take to improve their work and fill gaps in their knowledge.
- Students will be asked to engage with a number of mechanisms to support subject staff understanding of student progress. This may be via self-assessment of answers, Google Form quizzes, responding to key questions and sending in samples of work.

Monitoring

We appreciate that our students and their families are working hard to balance the demands of remote learning and home life and we know that this is not always easy. We are sure you would agree that it is important that students continue to sustain their academic progress during this extended period of absence from school. We will continue to gather feedback from departments about student submission of work and engagement with learning tasks and we will alert you should we have any ongoing concerns. We continue to recognise the effort and contributions of our students at this time.

Year 10 and Year 12

Feedback from our student survey indicates that the vast majority of students have adapted well to learning from home and are engaging with the learning tasks set. We have carefully considered how we can supplement our remote learning provision for students in Years 10 and 12. Year 10, along with Year 12, continue to take priority for the teaching of new material and content given the public examinations in the Summer 2021. Departments will continue to set weekly learning tasks with instructions and deadlines.

We will now also begin to introduce a greater level of contact between teachers and students to allow students to interact more meaningfully with subject staff, which is particularly important as exam groups face another extended period away from the normal routines of school. With this in mind, we have created a timetable of 50-minute sessions for students to benefit from some level of 'real time' interaction with their teachers and subject specialists. Students can then hear a teacher's voice in terms of real time interaction whether that be in a written, audio or visual format, benefit from teacher explanations, be able to pose questions and gather feedback so they can continue to improve and make progress. We hope that these sessions will allow students to ask questions, seek clarification and provide teachers with the opportunity to address misconceptions and explain challenging concepts. There is no one model that departments must follow and these 'real time' sessions will vary in their structure from department to department and week by week so that subject staff can best meet the needs of the learners in their subject area.

These 'real time' sessions will be delivered using features of Google Suite to support learning and progress and will be recorded, not only for safeguarding reasons but also to allow students to access them at a time

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to suit if they are not able to join 'live', although we would strongly encourage students to participate 'live' at the set time to gain maximum benefit from the sessions. Year 10 subjects have been allocated one 50-minute session per subject per week. Year 12 groups may have up to three 50-minute sessions per week and this may vary on a week to week basis. These sessions will begin in the week commencing Monday 15th June. Students will be sent a weekly timetable by email on a Friday and parents will be made aware of the timetable via our weekly bulletin to parents. This timetable reflects the timings of the school day for those students on site so that all are able to participate.

With increased 'real time' interaction between students and teachers, it is important that parents and students are aware of the protocols linked to these sessions. I would ask that you discuss the importance of these protocols with your child ahead of the first 'real time' session. I would also direct parents and carers to the updated digital safety and acceptable use policy which is available on the school website in the parents' section in the COVID 19 dropdown.

Students should:

- arrive promptly and prepared to the 'live' session,
- follow the digital safety and acceptable use policy,
- follow all 'housekeeping' instructions shared by the teacher,
- turn their microphone and camera off at the beginning of the session,
- make appropriate use of the chat facility to ask or answer questions,
- not make screenshots or recordings of any 'live' session or the follow up recordings.

Any misuse of recordings will be taken seriously. Our usual sanctions for unacceptable use of ICT facilities will apply. Any student who is found to have misused school platforms will be removed from them and learning tasks will be sent home via the post.

We appreciate that our students and their families are working hard to balance the demands of remote learning and home life and we know that this is not always easy. We are sure you would agree that it is important that students continue to sustain their academic progress during this extended period of absence from school. We will continue to gather feedback from departments about student submission of work and engagement with learning tasks and we will alert you should we have any ongoing concerns. We continue to recognise the effort and contributions of our students at this time.

Year 11

Mr Heppel, Director of Sixth Form, has shared A Level subject transition materials with all Year 11 students. The materials are, in some cases, the presentations students would have had in a subject taster lesson on Induction Day, and, in other cases, a menu of activities to develop their interest over the remainder of the period before starting the course. We hope they find them interesting and stimulating and that the materials both confirm students' choice of A Level subjects and show them the various ways they can

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develop that interest. We would encourage our Year 11 students to engage with these materials over the coming weeks as a way of preparing for A Level study. As a school we don't impose a single model with transition materials, and so students will find that some subjects will be referring to these materials in lessons in September and others won't.

Form meets

The 'real time' session timetable has a slot for a 'form meet'. This is an important opportunity for students to interact in small groups with other members of their form group and their form tutor, for them to say hello and see how everything is going. They are a virtual version of the form tutor chats that are held throughout the academic year. Form tutors will be contacting their form group about these sessions by the end of this week and students must sign up for a slot. During these sessions cameras and microphones may be turned on. The sessions will be recording for safeguarding purposes but will not be shared following the session. As an additional strand specifically for Year 12, we are working on delivering UCAS meetings between students and their teachers, beginning in early July.

GDPR

The 'live' sessions led by department areas will be recorded first and foremost to safeguard both staff and students. We also know that not all of our students will be able to follow the timetable due to their home circumstances and access to ICT facilities. The option to access a video recording means that all students are able to benefit in some way from the content of these sessions. Recordings will only be shared within the King Edward VI Handsworth network and only those with the link to the recording will be able to view it. Recordings will be centrally deleted after a period of no more than sixth months. If, for a safeguarding or GDPR reason, a live session needs to be stopped the recording will not be shared more widely with students.

All necessary precautions will be taken to ensure that personal data is protected. During live sessions students will be required to turn off cameras for the duration of the session and microphones should remain turned off until the session is opened up for questions. During Form Meets students may use their camera and microphones. Our School Privacy Notice has been updated to this effect.

Students working on site

During the day, students on site will access the remote learning which is provided to all students. A member of the teaching staff is with these students during the day; this may not be their regular teacher nor necessarily a subject specialist in the lessons the students are undertaking that day.

We recognise that students need to bring mobile devices to school with them, however students are not allowed to use these devices during the course of the school day either during their study sessions or at break and lunchtime. In exceptional circumstances where a mobile phone is needed to support learning, students must seek permission from the member of staff supervising the group. Once permission is granted, the device must remain visible at all times.

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How can I support my child?

- Please continue to discuss learning with your child. General learning conversations about how she is managing her time and resources, how she is structuring her day, what she is doing for her subjects, what she is finding challenging, how she may best support herself and how this links to other learning are a useful place to begin.
- Your child's academic progress is important but it is of equal importance during such times that she finds time for other activities to achieve a sense of balance and to ensure time away from the screen. Parents of students in Key Stage 3 may wish to support students in planning activities which involve no screen time.
- Ensure you use the privacy settings, parental controls and built in internet safety features provided by the major internet service providers. www.saferinternet.org.uk/advice-centre/parents-and-carers/parental-controls-offered-your-home-internet-provider has guides for parental controls.
- For parents and carers experiencing any internet safety issues with their children, Parent Zone provides a national helpline service at - help@theparentzone.co.uk and the School has a link to this site on our website Parents page.
- Please also refer to the weekly bulletins and SchoolComms messages shared with you since mid-March, which contain a wealth of information on wellbeing and ways to support your child during lockdown. Our school website also contains School policies which may be relevant during this time, for example, Digital Safety; Safeguarding and Child Protection; Self-harm; and Bereavement.

Reviews

We will be publishing via School Comms a Review for each year group 7 - 10 and 12 before the end of term. These will be slightly different to normal given the current circumstances. They will be a combination of reporting on class and home learning ethic, Common Assessments and overall progress up to school closure on 20th March, alongside an indication of how well individual students have engaged with remote learning since then. We aim to publish Year 12 on 6th July, Year 10 on 10th July and Years 7 - 9 on 15th July.

Thank you for your ongoing support during this time. Staff are doing and will continue to do all they can to help your child to continue to progress in their learning. Our remote learning provision is under constant review and we will continue to seek feedback from students and staff. We will contact you if it is necessary to make any further amendments.

Yours sincerely,

N Daniel
Assistant Headteacher

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