

Ringwood School: Remote Learning 2021-2022



If your child is not ill but has isolate, they must continue with their learning from home.

We will endeavour to be ready to teach remotely as quickly as possible, but please understand that there could be a short delay between the isolation being reported and communicating this to teachers. We ask for your patience with this.

Failure to complete remote learning will result in sanctions on return to school in line with the school behaviour policy.

Work will be set for students via Microsoft Teams and will be either of the following:

Live lessons

- These will be streamed directly from the classroom at their usual lesson time
- The teacher will either calendar the lesson in Teams for a student to join at the usual lesson time or they will call directly during the lesson for the student to answer

Teams Assignments

- This will be work set in Teams Assignments to be completed in their usual lesson time
- Teachers will communicate with students about the work set on a daily basis via Microsoft Teams posts (as when we were in lockdown)

Student responsibility

Each student is responsible for managing their remote learning and should:

- Have Access to a device with Microsoft Teams on it (e.g. computer / laptop/ tablet / smartphone)
- Have Microsoft Teams open from 8:40– 3pm (tutor time will be from 8:40-9:00)
- Follow their usual timetable
- Communicate with each of their class teachers and check Teams posts and their emails every day for any messages from their teachers about lessons (and let teachers know if you have questions related to work)
- Adhere to the online protocols below
- Complete their work and **remember to 'hand –in' assignments.**

For help to remember how to use Microsoft Teams, please see the help videos on our remote learning page on the school website: <https://www.ringwood.hants.sch.uk/academic-curriculum/student-remote-learning/student-remote-learning-how-to-guides/>

For help with remote learning, contact our Remote Learning Support Tutor Emily Chyzewska remotelearningsupport@ringwood.hants.sch.uk

Live Lessons Online Protocols for students and parents

- Students should be dressed as they would to leave the house; students do not need to wear school uniform.
- If students have cameras, ideally, they should switch them on as this facilitates communication and interaction.
- Students should sit preferably at a desk or table in a quiet area of the house (preferably not in their bedroom) free from distractions and other people. If undertaking a practical lesson, it would be ideal if there was space around them in case they need to stand to do something practically.
- Students must not photograph or record any section of the lesson under any circumstances. Doing this will result in instant removal from any further live session opportunities and will be subject to the school's behaviour policy.
- Only the students themselves should be watching and joining in with the session, no other family members are to view or be involved with the lesson. Family members watching or involving themselves in the lesson is distracting for everyone. Parents and other family members viewing the lesson may well be viewing other students in the class and this is both inappropriate and counter to our safeguarding policies.
- Students are responsible for checking the Teams posts each morning in time to then attend any live lessons and complete all assigned work. There will be follow up emails sent and calls made home if students don't attend lessons or complete work set in line with the school behaviour policy.

- Students should watch any recorded live lesson directly from the Teams Post Channel and not download it to their home device. Any live lesson recording which inadvertently is downloaded to a home device must be deleted once the lesson has been watched in order for the recording not to be permanently stored on a private device.
- Students should not share their personal passwords or invitations to live lessons.
- Students should not attempt to enter any lesson that is not part of their own Class Team.
- Students should follow the online learning etiquette code of conduct. Students should be respectful of other students in the group and use appropriate language for the classroom environment. They should remain focussed and not disrupt the lesson or risk being removed from live lessons and live lessons suspended until an investigation has taken place.
- Any student or family who does not adhere to these guidelines maybe removed from the network and learning will be delivered in a different way.