# Guide to Distance Learning
# for Parents & Carers

## March 2020

# Introduction to Distance Learning

To begin with your child **will be assigned subject work and lessons via the EDGE Homework**. For the next two weeks each subject will set work on **Edge Homework** which should be for the following amount of time:

Key Stage 3 Students Years 7-9

- **English, Maths, Science –** 4 hours of directed tasks
- **MFL, History & Geog –** 3 hours of directed tasks
- **RE, Art, DT, Music, ICT, PSHE –** 2 hours of directed tasks

Key Stage 4 and 5 Students Years 10 and 12

- Students will be assigned the equivalent hours work/ tasks by their class teacher in accordance with the usual timetabled hours

Year 11 Students

Since all examinations have been cancelled, we have decided to offer Year 11 students the opportunity to begin work towards their post 16 studies and begin the **EPQ qualification**. This is a 120-learning hour self-managed project-based qualification worth UCAS points. Students will be able to have this project accredited in Sixth Form or College in May 2021. Further guidance on this assignment. Is available on the 'Distance Learning` page of the website and will also be available on Edge to students this weekend

Additional on-line learning tasks

Staff will also assign students additional independent learning hours via other additional online learning platforms such as Ed Lounge and Hegarty Maths, this will supplement the work that teachers will provide and support the learning of students in a more engaging way.

We will also move towards inviting students to take part in a number of 'virtual lessons' while the school is closed. The lessons we expect to initiate after Easter and are designed to continue high quality learning, ensuring that any disruption to your child's education is kept to an absolute minimum.

In order to take part in these virtual lessons, your child will need access to a desktop computer, a laptop computer, or a tablet. No special software is required, and they do not need a webcam. If your child's device does have a webcam, it will not be used, and nobody will be able to access it. All your child needs to access to a web browser, such as Google Chrome, Microsoft Edge, or Apple Safari.

Your child's virtual lessons will take place on the school's Learning Platform, **Edge**. This can be accessed by going to **https://edge.invictus.education** and logging on as usual.

# The New Edge Homepage

During the time that the school is closed, your child's homepage on **Edge** will be simplified. It will show a list of upcoming virtual lessons, the school noticeboard, and any **homework (lessons/tasks) t**hat has been set for your child. Your child can also access subject resources as usual.

It is important that your child logs on regularly so that he or she is kept up to date with the times of their virtual lessons – these may change at short notice.



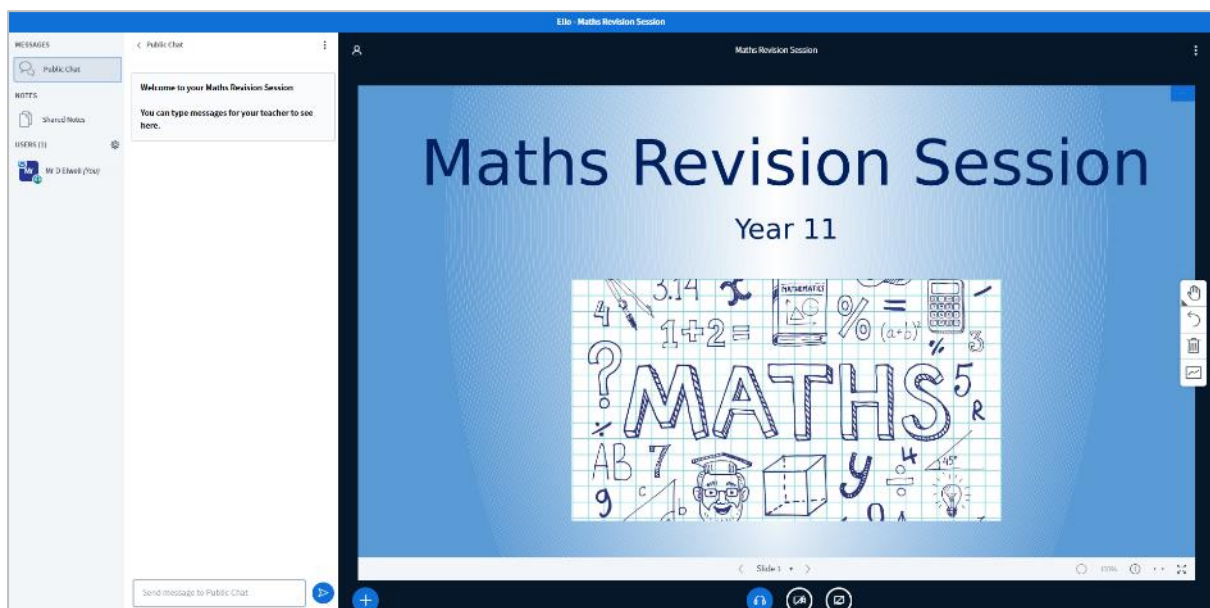*The homepage that your child will see upon logging on*

# Virtual Lessons

Your child's teachers will schedule virtual lessons using Edge. These lessons will take place at specific times, and it is important that your child is present for them - these times are shown on your child's Edge homepage. Your child should be sat at their computer or tablet at the prescribed time, ready to take part. Teachers will not deliver a lesson if after 10 minutes students have not joined the lesson.

**We expect all our student to engage with their learning, if able to and will inform you by text/behavioural log if your child does not join a lesson or complete assigned tasks.**

Your child will participate in virtual lessons in a number of ways. Our teachers will use just text-based chat, so your child will see what the teacher is instructing students to do / explaining to them through the teacher typing to them.

In all cases, **the teacher will have available to them a virtual whiteboard, where they can display notes, slides, and annotations.** Your child will see the teacher changing slides and making annotations as they are teaching the lesson.

During the virtual lesson, your child may be set tasks to complete. These tasks can be submitted to the teacher using Edge, where the teacher can mark the work and provide feedback. **Your child is able to hold a text-based conversation with the teacher, should they require help.**



*An example of a virtual classroom for a Maths revision session*

# Homework on Edge

During the school closure, your child's teachers will set homework/learning task lessons using Edge. This work will be shown on the homepage that your child sees, with the topic, task, and due date being clearly labelled. Your child can complete the work on their computer or tablet, then upload it to Edge. Some work that is uploaded online will be marked by your child's teachers with feedback being provided, some work may need to be emailed to teachers.

Any resources that your child needs to complete the work – for example, PowerPoint presentations, or links to web sites, will be provided within the work itself.

Please encourage your child to complete and submit all work on time. You may notice that the amount of work being set is higher than normal or takes a longer duration to complete than normal, however it should be remembered that this work is replacing the classwork that your child would normally complete in school.
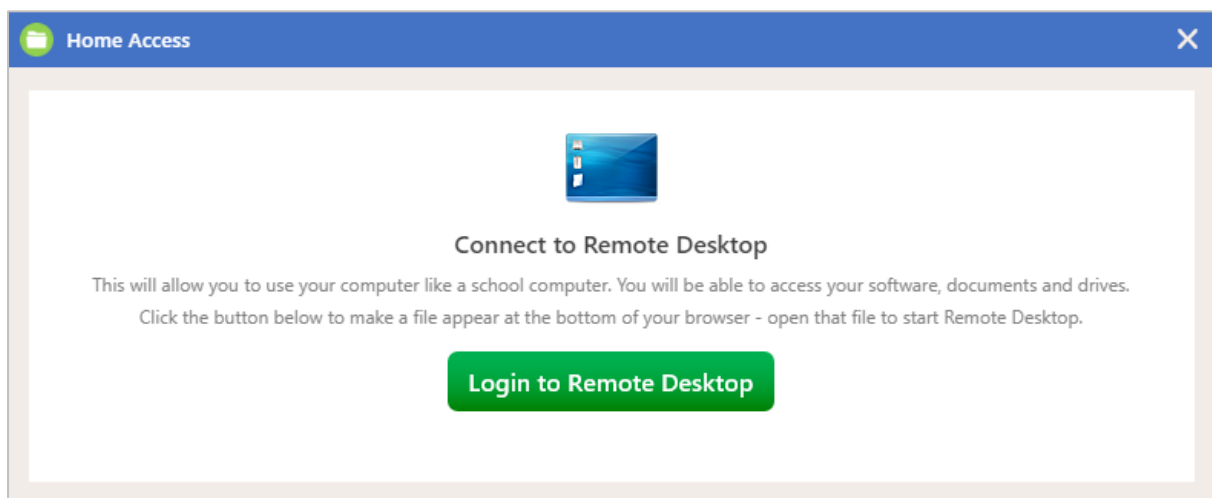


*An example of Science homework being set using Edge*

# Software and Documents

Your child will have a number of documents stored on school computers. These documents can be accessed from your home computer or tablet using the school's **Home Access** system. Your child may already be aware of how to use this.

To use **Home Access** your child should log on to **Edge** as usual, then click the **Home Access** button, and follow the on-screen instructions. Your child will be able to access their documents, any shared documents that they may need, and also use any school specific software. Because of this, your home computer or tablet does not need any specific software to be purchased or installed for your child to complete their homework.

The **Home Access** feature can be accessed from any computer and at any time.



*The Home Access window, giving access to your child's documents, drives, and software*

# Help for Your Child

Your child's teachers are always available to help. Should your child require help or clarification during a virtual lesson, your child can type a message to the teacher, which the teacher can reply to instantly. If your child needs to contact a teacher outside of lesson, they can use their school e-mail account to send a message, which the teacher can reply to at the earliest opportunity.

If your child experiences any technical problems during a virtual lesson, they should let their teacher know. The teacher can then report the problem to the ICT Support Team for assistance.

# Privacy and Safeguarding

When in a virtual lesson your child's webcam and microphone are never used – the feature has been explicitly turned off. Using Edge, your child is not able to see other students, and other students are not able to see your child. Your child is able to see messages posted by other students, but these are also overseen by your child's teacher, who is able to remove any inappropriate messages.

You should always be mindful about when your child is using their computer or tablet alone, especially for long periods. When at school, your child benefits from a number of Internet safety systems, however this may not be the case when using the Internet at home.

You can get help with protecting your child online from the Safer Internet Centre, by visiting **http://www.saferinternet.org.uk**