



January 14th 2021

Parent Carer Update

Dear Parents and Carers

I hope this update finds you safe and well.

- **Remote Learning:** From Monday 18th January, we are increasing the on-line support for all students with their class teachers, every lesson, every day. Details are below.
- **Laptop Loan:** we are able to loan a laptop to any student who requires a device at home, please contact school on 0121 453 1778 or email enquiries@colmers.school to arrange
- **Internet connectivity:** we are able to help you increase your internet connectivity if needed, please contact school on 0121 453 1778 or email enquiries@colmers.school to arrange

Please contact school via enquiries@colmers.school if you have any queries after reading the information provided below.

REMOTE LEARNING

Our ambition during this period of remote learning is for every student to engage fully with their studies, making good progress in every subject and accessing help and support as needed.

To achieve this ambition, we are developing our remote learning offer from Monday January 18th :

- Subject teachers will be on Microsoft Teams at the start of every lesson for at least 5 minutes, to greet students, take a register and give any assistance needed to get started.
- Lessons will be uploaded onto Class Charts daily containing the resources for students to work through.
- Subject teachers will be on Microsoft Teams for the last 15 minutes of every session to help students, to check learning and to consider any questions students may have about what they have been learning.
- Subject teachers will respond to email requests for help during timetabled lessons and will also pick up student requests for help outside of those times and respond within 24 hours.
- Subject teachers will check student's progress every lesson through a quiz or alternative assessment task: this will be used to monitor student engagement and will also enable teachers to adapt future lessons to take into account students' learning and progress.
- The week will start with Form Tutor Time on Microsoft Teams at 8.45a.m. on Monday Morning.
- Form Tutors will also check in with their form group on Wednesday at 12.55p.m. for Tutor Time and Learning for Life.
- You will receive a phone call every fortnight as a minimum to check all is well and ensure you are getting the support you need at home for your child to succeed
- We will offer a range of enrichment and Colmers Community activities to help our students and families stay connected – Belonging Together has never been more important!
- We will continue to support you and your child with any safeguarding or well-being issues during these challenging times.

Details will come out to your child by Friday explaining what is happening from Monday. This will include details of how to join their classes on Teams every day.



The Colmers Remote Learning School Week

Microsoft Teams Times

	Monday	Tuesday - Friday
Form Time	8.45 – 9.00a.m.	
Period 1	Check In 9.00 – 9.10 a.m. Check Out 10.30 – 10.45a.m.	Check In 8.45 – 8.55 a.m. Check Out 10.30 – 10.45a.m.
Period 2 10.45 – 12.55 (includes 30 minutes Brunch)	Check In 10.45 – 10.55a.m. Check Out 12.40 – 12.55p.m. (Years 7, 9, 11) 12.10 – 12.25p.m. (Years 8 & 10)	Check In 10.45 – 10.55a.m. Check Out 12.40 – 12.55p.m. (Years 7, 9, 11) 12.10 – 12.25p.m. (Years 8 & 10)
Period 3 12.55 – 2.35 (Years 7 & 9) 12.55 – 2.45 (Years 8, 10, 11)	Check In 12.55 – 1.05pm Check Out 2.20 – 2.35p.m. (Years 7 & 9) 2.30 – 2.45p.m. (Years 8, 10 & 11)	Check In 12.55 – 1.05pm Check Out 2.20 – 2.35p.m. (Years 7 & 9) 2.30 – 2.45p.m. (Years 8, 10 & 11)

Your child will receive invites to all of their Teams sessions. These will appear in their Teams calendar. More guidance will follow for you and your child to help with accessing Teams.



FAQs:

Are all students required to be on Microsoft Teams every day for their lessons?

We expect and encourage all students to be on Microsoft Teams every lesson, every day for at least 5 minutes at the start and 15 minutes at the end of the lesson. This gives their teachers a chance to explain the work at the start of the lesson and check on progress at the end of the lesson. Students can then work at their own pace. If a student does not make it to the lesson, they can still complete all of the work at a different time of the day. We believe this flexibility and this structure gives all of our students the best chance of being successful.

Why are you setting the work on class charts and not doing live lessons for the whole lesson?

At Colmers, we are convinced that students benefit from working at their own pace on remote learning tasks. Our lessons are prepared and uploaded daily using Class Charts and students can access these at any time. We know that some students will not or cannot join live lessons at the set times of the day, due to personal circumstances. We also know that being on-line all day is not ideal for anyone. Our approach gives all students a degree of flexibility over the timing of their work, so that they can manage personal circumstances, resources and preferences. Another factor for us is that the majority of our teachers and support staff are working 3 days a fortnight on site in our Priority Provision.

How will I know if my child is doing their remote learning?

Every lesson from next week will have a short quiz at the end of the session. Teachers will be able to use this to help the assess students' progress and plan next steps. Every time a student completes their remote learning quiz, they will get a positive ping for Remote Learning Engagement. This way we can keep a check on every student and you will be reassured your child is completing their work.

Where is the work for my child to do at home?

All remote learning is set online using Class Charts, labelled Blended Learning.

Who do I contact if I cannot get onto class charts?

Please contact main reception on 0121 453 1778 or email enquiries@colmers.school

What do I do if my child does not have a laptop to do their work?

Please contact main reception on 0121 453 1778 or email enquiries@colmers.school

We do not have internet at home for my child to do their work online – can you help?

We have some access to support for internet at home. Please contact main reception on 0121 453 1778 or email enquiries@colmers.school

Who should my child contact if they need help with their remote learning?

Your child should go online at the start or end of their lesson to ask for help. They can also email their subject teacher for help with subject work during the lesson or at a different time if needed.

Who should I or my child contact if we need general support?

Your child's form tutor is your first point of contact for general support.

Can I get a work pack instead of having all of the work set online?

We are not providing workpacks for students for remote learning. All work is available online. We are able to loan your child a laptop if they do not have access to a device.



Where should my child keep their work?

Work can either be completed online and saved / sent to teachers or can be completed in an exercise book. We recommend your child keeps all of their work in one place. We will collect the work at the end of lockdown. If your child needs an exercise book you can collect one from main reception.

Will teachers be checking my child's work?

Teachers will be setting learning checks every lesson in all subjects. Students will also have an assessment task once a fortnight for subjects that have more than one lesson a week. This means we will be able to check that your child is completing their work and give them feedback on how they are doing. We will be monitoring your child's engagement and trying to encourage them using positive pings and recognition for great work. If your child is struggling and you are finding it difficult to get them to do their work, please contact their form tutor and we will think about how best we can support.

Will there be live lessons delivered during remote learning?

We have had most success previously with lessons that are not delivered live. We believe that the teacher starting and ending the lesson is a good model. Some staff will try out live lessons in some subjects to see if students find these helpful and we will keep our arrangements under review.

Will there be any supportive activities or events online for my child?

Your child will be able to connect with their form tutor for period 3 every Wednesday, at 12.55p.m., through Microsoft Teams. They will receive an invitation to this via their school email address. Each week, we will also have assemblies for your child to watch and we will deliver a range of activities to help us stay connected as a community.

Who do I contact if I am worried about my child's learning?

Please contact your child's form tutor in the first instance and they will decide who is best placed to help you.

I find it really hard to help my child studying at home. Who can help me?

Being a parent or carer is incredibly challenging at the moment. If you are finding it difficult to support your child and make sure they are doing all of their work, firstly you are not alone! We will be setting up some parent /carer forums specifically to help share some ideas for how to help your child with their learning at home.

I don't agree with how the school is approaching this. What can I do?

There are lots of different approaches being taken to learning from home and we know that parents will have different views on what works best. The Government has produced some good information on remote learning here, which might help you understand the reasons behind our approach:

<https://www.gov.uk/government/publications/whats-working-well-in-remote-education/whats-working-well-in-remote-education>

If you would like to discuss in more detail. Please contact Mrs Yarker, syarker@colmers.school or join one of our Parent/Carer Forum Meetings later this term to share your views. If you remain unhappy about our remote education offer, do please contact me directly.

Best wishes,

Emma Leaman
Headteacher