



Remote learning in Greenhead College 2020-21
Version 2: Friday, 22 January 2021

Introduction

In March 2020, Greenhead College, in common with all education establishments, had to make a rapid move to remote learning as a consequence of the first COVID-19 national lockdown. Since this point, the College has continued to develop its approach to remote learning by investing in technology, support for students and training for staff. The following points in this document provide a brief summary of how remote learning is conducted at Greenhead College. We will continue to develop and refine our approach, and this document will be updated accordingly.

Student and parent/carer voice

The College has undertaken a number of surveys to gauge student and parental views of the quality of remote learning provision in College. The most recent of these was in November 2020. The survey results clearly showed that students learn best from a range of remote learning methods, and this constitutes the basis of the College's approach to remote learning, i.e. to ensure that staff use a variety of methods to teach students remotely, including (but not exclusively) live streamed lessons; pre-recorded lessons; narrated PowerPoint presentations; work packs; research tasks, etc. The College will continue to gauge students' and parents' views as regards the effectiveness of these methods.

Access to IT and resources

The College has been proactive in ensuring that students are able to access lesson content remotely. Personal Tutors have a pastoral role in College and check on students' wellbeing, and their ability to be able to access lessons from home. On occasions

this has involved supplying students with the necessary technology to be able to work independently or ensuring the College site has remained accessible so that they can use IT resources or a safe space to study. Staff have also ensured work has been posted to students should they have problems accessing large files from home.

There has been investment to ensure staff have appropriate access to technology to be able to work from home. During the most recent national lockdown (January 2021), the College site has remained open – so far as it has been safe to do so – to allow staff who cannot do their job from home the opportunity to continue working from the site.

Student attendance

The College has developed a set of procedures for staff to use to be able to record and monitor student attendance. Student engagement is tracked, monitored and followed-up using the normal College procedures. Those students who do not participate or attend in remote learning are supported by their Personal Tutor to get back on track using the College's Student Re-engagement Policy (see policies section on website).

During the third national lockdown (January 2021), remote learning has taken place within the College's designated timetable model, in order to give students structure to their learning.

Daily attendance monitoring is also carried out by the College's Attendance Officer and data submitted to the Department for Education in line with national guidelines.

Safeguarding

The College has adapted its safeguarding procedures and set out specific requirements in its Student Code of Conduct for Participation in Teams Lessons Policy (see policies section on website). All participants in Teams classes are expected to adhere to the rules and best practices set out in this policy to ensure the best possible learning environment.

The College has a safeguarding team in order to address concerns regarding students' welfare and wellbeing. Details of how students can raise concerns about their wellbeing during lockdown have been shared with all students and parents/carers.

Monitoring and support

The College has adapted its processes to ensure that all students remain guided and supported throughout their time in College. The College's student monitoring process has continued and been adapted to work on Teams. Parents' evenings have also continued remotely. Other College services, such as open events and high school interviews, have been adapted in order to be conducted online.

Wellbeing remains at the heart of the College's work, and students remain in regular contact with their Personal Tutor through online means. The College safeguarding team is on call to address specific queries or concerns raised by either students or parents/carers. Provision has been made for high needs and vulnerable students so that they can continue to access their education; this has included keeping the College site open during lockdown. Our Counselling service has adapted its practice so as to be able to continue to support students remotely, including in lockdown.

Submission of work

The College has developed clear methods for students to submit work so as to avoid potential transmission of the virus. This involves submitting work remotely, through Moodle, or ensuring there is a quarantine period adopted before staff mark work which has been submitted to them by hand.

Staff training

Investment in staff's digital and IT skills has been at the heart of the College's approach since the first national lockdown. The College initially used Zoom in order to live stream lessons and conduct business remotely, and invested in a suite of training and support to move to Teams from September 2020. The College employs a Senior Systems Developer and two Moodle Administrators/Systems Developers who have been instrumental in this development work, as well as being available to support and cultivate staff's expertise in using Teams and Moodle. 'Show and share' training sessions are frequently held in order for staff to develop new ideas. Regular teaching and learning newsletters disseminate good practice. We have widened our library of online training videos and webinars to assist in staff development. Three Pedagogy Leaders were appointed in December 2020 and part of their brief is to work with staff to refine and enhance their digital/IT skills. The quality of teaching, learning and assessment in College falls under the remit of two Assistant Principals on the Senior Leadership Team.

Quality assurance

The Senior Leadership Team monitors the quality of its remote learning provision on a regular basis. This involves the Assistant Principals for Quality of Education working with Heads of Department to monitor and review the quality of online lessons and other remote provision. Heads of Department work closely with their teams to ensure there is consistency of provision in their teams. Assistant Principals for Student Support and Welfare work with Senior Tutors and Personal Tutors to ensure students can access the tutorial programme and that concerns from individual students and their parents/carers are addressed.

The senior team is proactive in gauging student and parent voice. Weekly updates are sent by the Principal to all students and parents/carers with any developments to remote learning. The Governing Body has oversight of the quality of remote learning provision through the Quality and Standards Committee and feedback from student and staff governors.

SLE, 22/1/21