



Staffordshire University Academy		Academy Policy Document			
Approved by:	SLT	Issue date:	Jan 2021	Review date:	July 2021
Policy Title	Remote Education Policy				
Policy owner:	Assistant Principal	Page 1 of 6			
Audience:	Staff <input checked="" type="checkbox"/>	Students <input checked="" type="checkbox"/>	LAC <input checked="" type="checkbox"/>	Parents <input checked="" type="checkbox"/>	General Public <input checked="" type="checkbox"/>

Remote Education

Remote education is necessary for students in the event of local or national lockdowns which impact on the opening of academy premises or in the event of isolation for year group bubbles. During lockdown, SUA continues to provide all students the continuity of their education which is in line with or exceeds government expectations.

Throughout any lockdown event we remain committed to delivering high-quality education using online platforms which are aligned to our current curriculum offer. The key principles of our approach to remote education include:

- Adopting a straightforward approach that is consistent and reassuring for all students which is communicated using all available methods.
- Live online lessons delivered by academy staff via the Microsoft Teams platform which provide students with continuity of education and ongoing interaction with staff. Lessons will be delivered by the students' regular teachers.
- Guided opportunities for self-study during Period 1 and 6, which are set out by academy staff, are designed to run as well as the live online lessons.
- Continued access to subject specialist teaching staff and pastoral staff to ensure that, as much as possible, students have the ability to interact, ask questions, seek support and address any misconceptions directly with academy staff.
- Utilising external online resources, where appropriate, such as the Oak National Academy, to enhance educational provision.

Remote education provision:

The remote curriculum: what is taught to students when they are learning at home?

Students are taught broadly the same curriculum that they would receive in the academy, including all subjects, CHARACTER sessions, tutor time and a weekly assembly. Remote lessons are as closely matched to the academy timetable as possible and an example timetable can be seen at the end of this document. Some changes have occurred, such as, the removal of core PE lessons in favour of additional English lessons in Year 10 and 11 and maths in Year 8. Also, an adjustment to when humanities lessons are delivered in Year 7 to ensure all subjects have live online tuition. This ensures that there are opportunities for students to ask questions and receive verbal feedback across all of their subjects, allowing students to progress onto the next phase of their learning.

Staffordshire University Academy		Academy Policy Document			
Approved by:	SLT	Issue date:	Jan 2021	Review date:	July 2021
Policy Title	Remote Education Policy				
Policy owner:	Assistant Principal			Page 2 of 6	
Audience:	Staff <input checked="" type="checkbox"/>	Students <input checked="" type="checkbox"/>	LAC <input checked="" type="checkbox"/>	Parents <input checked="" type="checkbox"/>	General Public <input checked="" type="checkbox"/>

Remote teaching and study time

Our remote education provision, including both remote teaching via live lessons and independent self-study work, exceeds the government guidelines of 5 hours per day. This is made up of two hours of self-study work (Period 1 and 6) which is guided by academy staff but completed independently and four, 45 minute live online lessons (Period 2-5). The times of these lessons can be found in the Appendix at the end of this document.

Accessing remote education

Remote education for all students at SUA is delivered using Microsoft Teams, in conjunction with additional online provision which includes, but is not limited to, the following:

- Oak National Academy
- Educake
- Tassomai

We recognise that not all students have suitable online access at home and therefore we have taken the following approach to support students in accessing our remote education provision:

- Providing students who do not have laptop/computer access at home with a laptop for the purpose of remote education.
- Lending internet dongles for those that do not have internet access at home.

If you need to discuss access to any of these provisions with us, please do not hesitate to contact the academy using the following email address: info@suacademy.co.uk

All students have been provided with clear instructions about how to access remote learning, these details are also clearly available on our website. Further useful links are set out at the end of this document.

Engagement and Feedback

Monitoring of attendance and engagement

Students are expected to attend all of their online lessons. Attendance is recorded, monitored and followed up to ensure that they do not fall behind and any barriers to returning to full time education are minimised. Where engagement in lessons is poor, this will be addressed through contact with parents. The engagement of students whilst learning remotely is monitored over the duration of the lockdown and this is communicated with parents through regular dialogue with form tutors and Heads of Year.

If students are unable to attend any of their lessons due to illness, as per our current routine, parents should contact the academy as well as letting the Head of Year know. This contact can be done via a telephone call to the absence line and emails can also be sent to the Head of Year where possible. Students will be able to catch up on any work missed by accessing the resources that are added to Teams and by liaising with their teachers. Any student who has been identified as needing to isolate as a result of Covid-19 should continue to engage in the remote learning provision, unless they are unable to due to illness.

Staffordshire University Academy		Academy Policy Document			
Approved by:	SLT	Issue date:	Jan 2021	Review date:	July 2021
Policy Title	Remote Education Policy				
Policy owner:	Assistant Principal			Page 3 of 6	
Audience:	Staff <input checked="" type="checkbox"/>	Students <input checked="" type="checkbox"/>	LAC <input checked="" type="checkbox"/>	Parents <input checked="" type="checkbox"/>	General Public <input checked="" type="checkbox"/>

Setting and submission of work

Following online lessons, subject teachers upload any further resources that require completion to the Teams platform for easy accessibility along with uploading resources from the lesson. All work set is linked to any remote lessons taught and contributes to the on-going progress of each student.

Teachers will ask students to submit work via suitable online platforms or via email. Teachers will acknowledge receipt of this work and provide feedback when relevant and feasible using whole-class feedback sheets during lesson time. This process allows students to receive purposeful feedback on key pieces of work and facilitates clear, accessible steps for student self-reflection. It also replicates the process traditionally used within the classroom therefore providing valuable consistency for students' learning.

Marking/Feedback

SUA is dedicated to *Live Marking* within the class room and this continues during online lessons. Staff encourage participation through selective and probing questions which allow them to gauge student engagement, understanding and progress. *Live Marking* can take many forms during remote learning such as online polls, digital chat, online low-stakes quizzes and sharing of work using visualisers or images.

Assessments

Depending on the demands of the subject, assessments may look different during remote learning compared with traditional schooling. We recognise the challenges that home-schooling may present to students and their families and therefore ensure that any assessments are purposeful, informative and carefully scheduled. Formative assessment will mainly depend on *Live Marking* within lessons but may also utilise online testing platforms and other digital resources. All students will be made aware of the expectations through their online lessons delivered by their subject teachers. Staff will monitor the completion of any work they expect to be uploaded through these platforms and provide feedback.

Behaviour and Rewards

During remote learning, rewards and behaviour in lessons will continue to be logged on Class Charts. Students partaking in remote learning are expected to continue to follow the Academy RESPECT code during their online lessons. Students who adhere to the code, work hard, and engage well in lessons will receive positive reward points from their class teachers, contributing towards their totals to spend in the Class Charts shop and their reward milestones. One student from each class will also be selected to receive a praise postcard for being a 'Remote Learning Champion' each week, each praise postcard will also be entered into an end of half term prize draw. Any students choosing not to follow the RESPECT code will receive a verbal warning which would then lead to a formal warning logged on Class Charts and parents contacted, if disruption persists.

Additional information:

The use of Oak National Academy.

The ONA provides high-quality video lessons and resources covering a range of subjects in every year group. Following a review of these lessons, all curriculum subjects have aligned all appropriate lessons to our current curriculum offer ensuring a seamless connection between online learning and remote education. Where no ONA content exists for a subject, staff have included a range of alternative resources to be used, these have been uploaded to Teams for students to access and teachers will outline their expectations to their classes to make sure this is clear.

Staffordshire University Academy		Academy Policy Document			
Approved by:	SLT	Issue date:	Jan 2021	Review date:	July 2021
Policy Title	Remote Education Policy				
Policy owner:	Assistant Principal			Page 4 of 6	
Audience:	Staff <input checked="" type="checkbox"/>	Students <input checked="" type="checkbox"/>	LAC <input checked="" type="checkbox"/>	Parents <input checked="" type="checkbox"/>	General Public <input checked="" type="checkbox"/>

Support for students with additional needs

Where students have additional needs, keyworkers have been allocated from the Progress Team to work closely with them. The staff will be available to students during online lessons as well as providing additional support during independent learning sessions. If students require further support, please contact Miss Glackin by emailing info@suacademy.co.uk

Where students are struggling with their mental health, the academy is able to support with access to counselling through YESS and Mind. Parents, Carers and/or students can speak to staff and we will ensure suitable provisions are put in place.

Useful links

Guidance on supporting students with remote learning:

Supporting children with mental health during Covid 19:

<https://www.gov.uk/government/publications/covid-19-guidance-on-supporting-children-and-young-peoples-mental-health-and-wellbeing/guidance-for-parents-and-carers-on-supporting-children-and-young-peoples-mental-health-and-wellbeing-during-the-coronavirus-covid-19-outbreak>

How to access remote learning:

Guidance on how to access emails, Teams and the remote desktop can be located at:

www.suacademy.co.uk/students/online-learning

Contact us:

For any general enquiries, issues with IT or students requiring further support please contact the academy via: info@suacademy.co.uk or phone on 01543 224700

For enquiries regarding specific year groups please find below a list of head of year contacts:

Year 7: Mr Kirk ikirk@suacademy.co.uk

Year 8 Mrs Sowden esowden@suacademy.co.uk

Year 9: Mr Porter rporter@suacademy.co.uk

Year 10: Miss Randle srandle@suacademy.co.uk

Year 11: Mr Tatton atatton@suacademy.co.uk

SUA6: Dr Silcock nsilcock@suacademy.co.uk

Staffordshire University Academy		Academy Policy Document			
Approved by:	SLT	Issue date:	Jan 2021	Review date:	July 2021
Policy Title	Remote Education Policy				
Policy owner:	Assistant Principal	Page 5 of 6			
Audience:	Staff <input checked="" type="checkbox"/>	Students <input checked="" type="checkbox"/>	LAC <input checked="" type="checkbox"/>	Parents <input checked="" type="checkbox"/>	General Public <input checked="" type="checkbox"/>

Appendix: Timetable

Year	Monday				Tuesday				Wednesday				Thursday				Friday			
	2	3	4	5	2	3	4	5	2	3	4	5	2	3	4	5	2	3	4	5
7	Science	Creative	Maths	English	PE	Science	Creative	Maths	English	Science	Creative	Creative	Humanities	Science	Maths	Humanities	Maths	Humanities	English	Creative
8	Maths	English	Creative	PE	Creative	Humanities	English	Humanities	Humanities	Creative	Maths	English	Creative	Maths	Humanities	Science	English	Science	Humanities	Maths
9	English	Humanities	Science	Maths	Humanities	Maths	Humanities	English	Science	English	Humanities	PE	Maths	Humanities	Option A	Option B	Science	PE	Option B	Humanities
10	Option A	Science	English	Option B	Science	English	Maths	Science	Option B	Humanities	Science	Maths	Humanities	Science	English	English	Option A	Maths	Humanities	Science
11	Option B	Maths	Option C	Science	English	Option D	Science	Option C	Maths	Maths	English	Option D	English	Option D	Option A	Maths	Option B	Option A	Maths	English
SUA6	Option B	Option A	Option F	Option B	Option A	Option B	Option A	Option D	Option C	Option C	Option D	Option B	Option A	Option B	Option E	Option C	Option C	Option D	Option C	Option D

*SUA6 Period 1 lessons will continue to take place as per their regular timetable. SUA6 students are expected to continue with their independent study during their study sessions as guided by their teachers.

Timings of the academy day:

Period	Time	Activity
Period 1	8.45 - 9.45	Oak National Academy or other work set by your teachers
Period 2	9.45 - 10.30	Lesson on Teams
Tutor time	10.30 - 11.05	Oak National Academy or other work set by your teachers
Break	11.05 - 11.25	Break
Period 3	11.25 - 12.10	Lesson on Teams
Period 4	12.25 - 13.10	Lesson on Teams
Lunch	13.10 - 13.55	Break
Period 5	13.55 - 14.40	Lesson on Teams
After P5	14.40 - 14.55	Contact form tutor with any issues
Period 6	14.55 - 15.55	Oak National Academy or other work set by your teachers

Staffordshire University Academy		Academy Policy Document			
Approved by:	SLT	Issue date:	Jan 2021	Review date:	July 2021
Policy Title	Remote Education Policy				
Policy owner:	Assistant Principal	Page 6 of 6			
Audience:	Staff <input checked="" type="checkbox"/>	Students <input checked="" type="checkbox"/>	LAC <input checked="" type="checkbox"/>	Parents <input checked="" type="checkbox"/>	General Public <input checked="" type="checkbox"/>

Links to online platforms

Oak National Academy <https://www.thenational.academy/>

Educake <https://www.educake.co.uk>

Tassomai <https://www.tassomai.com>