

# LANCASTER ROYAL GRAMMAR SCHOOL

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Mr M I Chambers Deputy Head – Director of Studies

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Dear Parents/Carers

## Remote Learning

The intended outcome of moving to Remote Learning is to allow students to continue to access the curriculum, their teachers and the school community. Our aim is to provide, as far as possible, a purposeful educational environment such that the impact upon student development and learning is mitigated against.

At the end of Friday we finished the training of all our pupils and staff on the basics of Microsoft Teams, which will be our main learning platform. If your child has missed the training we have sent them a short video to watch in order to catch up. The pupils have been quick learners and seem confident with this new platform. We may not get things right at first but be assured that the staff are working hard to enable all our pupils to continue effectively with their studies during this period of school closure.

### Who is remote learning for and when does it start?

We are starting remote learning tomorrow, Tuesday 24th March (Week B). After news of the cancellation of GCSEs and A-levels, we initially thought we would not continue teaching the current courses to Year 11 or the Upper Sixth. However, the announcement that students can opt to sit an external exam early in the next academic year means that we will now be including Year 11 or the Upper Sixth in our remote learning. Much of this will be past exams, revision sessions and tutorials.

Please note there will be no remote learning on Friday 3rd April. We are using this as a staff INSET day to look at best practice on Microsoft Teams.

### How will days be structured?

We will be following the school timetable to give each day a clear structure. Initially we are hoping teachers will be online and connected to their classes for around 50% of a normal timetable. Work will be set in these sessions, to be completed for the next session. Teachers will use the calendar on Microsoft Teams to tell their classes which periods they will be online. The pupils will receive a notification of this and should hopefully be able to view their whole week on this calendar.

### How does a remote session work?

The first step will be the teacher requesting a pupil to join the timetabled slot. Teachers will be able to see who has joined. Communication from teachers is likely to be through typed messages to the class but teachers will also have the facility to talk to their classes, like a one-way Skype call. Teachers will give instructions and share resources such as PowerPoints, worksheets, links to other platforms etc. If teachers choose to speak to the whole class, pupils will need headphones or earphones to cut out other noise. Pupils can't talk back but can post their questions and comments to the whole group and to the teacher.

Assignments/tasks/worksheets can be submitted back through Microsoft Teams.

Please bear with us, it will take a short period of time for us to get these sessions working effectively.

### **Why 50% timetable online?**

We don't want our children to be staring at a screen all day and the same is true for our staff. We have to look after everyone's wellbeing.

Pupils may be online for approximately 50% of their time but the rest of the time can be filled with lots of other activities, including for example:

Tasks and homework set from teachers	Daily exercise routines or challenges
Work on revision techniques	Reading, either subject-based or for pleasure.
Creative tasks	Preparation for A-level subjects for Year 11

### **Pupils in school due to a parent being a key worker**

We will be following exactly the same procedure for the pupils in school as if they were at home. We hope to provide the IT they need in school, except they will need their own headsets. An adult will be in the rooms supervising. Please note there will not be extra lessons for pupils in school, they will follow the same pattern as the pupils at home.

### **Will my child receive feedback on their work?**

Teachers will not be marking every piece of completed work. Pupils may receive answers following a task, self-marking will be useful but also some tasks will be uploaded for assessment and feedback.

### **Behaviour online**

We have sent a clear message to all our pupils that they must behave in a responsible manner at all times when using Microsoft Teams. We can see all correspondence that is posted. Teachers will be able to continue with the school's rewards and misdemeanours system.

### **Parents**

We are lucky to have such a supportive community and parents are crucial members of the LRGS family. Please continue to encourage and support your child's/children's work. Finding an appropriate place for your children to work in with no distractions would definitely help. Checking work is underway and completed at the end of the day would also assist teachers greatly. We also believe that sticking to a daily routine around mealtimes, bed times, work time and relaxation time will help provide stability throughout the coming weeks.

This is a time for the whole extended LRGS community to pull together. The resilience and positiveness of our pupils is already self-evident.

Thank you so much for your support.

Take care,

Mark Chambers  
Deputy Head – Directory of Studies