

## **Hailsham Community College**

### **The Continuation of Learning Plan for school closure for a prolonged period**

Students' ability to learn during an extended closure is vital to ensure that we can continue to support their education. Working in line with our College protocol and policies is crucial and needs to be at the heart of our approach to teaching and learning, coupled with supporting every student's wellbeing.

Students should be able to follow their usual timetable of lessons and staff will set work for 9am daily on Firefly. For those students without internet access paper copies of work will be distributed and returned on a weekly basis. There will also be a weekly set Mentor activity with a focus on a current affairs topic. Those students with an Educational Health Care Plan (EHCP) will be further supported through staff in the Hub and ASD Facility. In addition, children of key workers will be able to attend the college.

The College expectation is that staff provide planned work for students as follows:

- In the Primary Phase staff to communicate to parents/carers via Tapestry/email.
- In the Secondary Phase staff to communicate to students via Firefly/email.
- In the Post 16 Phase staff to communicate to students via Firefly/email/Microsoft teams.
- Student work will be acknowledged by staff online and online feedback will be provided on a regular basis to students in line with department policy where possible.
- In the Primary Phase children to have 1 maths, 1 English and 1 other activity linked to an aspect of learning per day (based on current topics if possible).
- In the Secondary/Post 16 Phase the amount of work for each subject should be proportionate to lesson time in a week.
- As per lesson time, each lasting an hour, with a continued emphasis on 'Thinking Hard – Stretch and Challenge'.
- Is communicated via Firefly and where this is not accessible, a paper copy is sent home via the main office.
- Accessible for all students.
- If Home Learning is appropriate, eg. a Flipped task or general reading, then this should be set in line with departmental Home Learning Policy.
- When subject areas have a practical emphasis, the task is modified to have theoretical context.
- Communicate with Parents/Carers via Edulink if students do not engage with set learning.
- Each subject Director of Learning will monitor work set on Firefly to ensure that it is 'fit for purpose'.

The College expectation is that Parents and Carers support with their child's learning as they normally would do when their child is studying at home.

- As we continue to work together to support our students' learning, please ensure your son/daughter is accessing daily set learning by checking Firefly.
- Support, praise and encourage your son/daughter to work in conjunction with a normal College day.
- Communicate any concerns about set work directly with your son/daughter's subject teacher via Edulink.

Web Sites and Apps available to support learning:

Educake, Maths Watch, Doodle, Snap Revise, Bedrock (Years 7, 8 and 9), Pixl Apps, BBC Bitesize and any directed You Tube videos recommended by individual teachers.

### **On-Line Learning Expectations for Secondary/Post 16 students**

Staff	Student	Parent/Carer
<p><b><u>Work needs to be set daily:</u></b> Please do not set work en masse to avoid students feeling overwhelmed and/or confused</p>	<p>Please communicate with your subject teacher if you have internet access concerns in order to ensure paper copies can be collected each Monday morning between 9 am – 9.30 am and returned on a Friday afternoon between 2.30pm – 3pm to Reception so that this can be scanned and emailed to staff for feedback to be given.</p>	<p>Please communicate with the subject teacher if there are internet concerns so that paper copies can be sent.</p>
<p>Please set work on Firefly by 9am for each college working day</p>	<p>Work will be set for you daily by 9am via Firefly</p>	<p>Ensure your son/daughter is completing daily work set on Firefly</p>
<p>Please include in your instructions to students how they should submit work and give a time and date</p>	<p>Ensure that you complete in full all set tasks to the best of your ability</p>	<p>Communicate any concerns to the subject teacher via Edulink. They should respond within 24 hours on a school day.</p>
<p>Teaching Assistants in the Hub and ASD Facility will, through a range of methods, support our EHCP and Facility students to access materials set</p>	<p>Ask your subject teacher any questions when you do not understand a task via Firefly. Please allow 24 hours for them to reply.</p>	<p>Students with an EHCP or attached to the ASD Facility will have support from a specific Teaching Assistant.</p>
<p><b><u>Progress of students:</u></b> Check Firefly and respond to questions from students within 24 hours on a school day.</p>	<p>Complete and send your work to your subject teacher via Firefly. Your teacher will indicate to you via Firefly when they expect the work to be completed.</p>	<p>Support your son/daughter to manage their day and complete all daily tasks.</p>
<p>Feedback needs to be in line with Department Policy</p>		<p>If your son/daughter is working from paper copies of work please be aware they will need to collect their paper copies for the week on a Monday 9.00 – 9.30am from Reception and bring work back for feedback on a Friday 2.30 – 3.00pm to Reception.</p>
<p>Acknowledge hard work and progress using the College Recognition Scheme</p>		
<p>If you work part-time, please make sure your 'out of office' settings are</p>		

visible for students/parents/covers to prevent any confusion		
If you are unwell, please use the absence procedure and set your out of office to reflect this. The Director of Learning will set work in your absence.		
Literacy lessons will be set to include Bedrock and weekly reading.		
Numeracy interventions need to be continued as per a normal college week and factored into planning  Make sure all work is set and communication reflects the College On-Line Safeguarding Policy		
Weekly Mentor sessions will be sent out by Assistant Principal (Climate and Culture)		
All paper copies of work to be sent Monday by 9am via the Office who will attach HCC headed letter with your specific completion request. On a weekly basis all paper copies of work will be returned to Reception on a Friday by 2.30 – 3pm. These will be scanned and emailed to the relevant teaching staff member for your feedback. If you require work photocopied please send it to <a href="mailto:Secondaryoffice@hccat.net">Secondaryoffice@hccat.net</a>		