



## Online Learning Curriculum Programme

Spring Term 2021

## Head's Message

Dear Kingscourt Families,

Here we are again! We are confident that the transition to online learning this term will build on what we learnt from the first time round. We have learnt, evolved and progressed the online programme that we offer all children at Kingscourt. It will continue to combine synchronous (live) and asynchronous (offline) learning, using a mix of formats, from smaller groups to full-class sessions. We thank you all for your ongoing support and the excellent feedback that we received from our previous 'time' at home.

We know that nothing can replace actually being in school, and being taught by our teachers but we hope that, through this time, our children will continue to love learning and be motivated and challenged during this most unusual of times. Please do contact your child's class teacher with any concerns you may have.

There are regular wellbeing check-ins with your child and that the sense of school community is maintained, through class registration, assemblies and daily class contact with teachers.

These anxious times, may be extremely unsettling for our children. As well as prioritising their physical health as we remain at home, we will need to continue to focus on their mental health. Keeping a daily routine, whilst providing opportunities for them to talk, through regular wellbeing check ins, we hope they continue to flourish but keep in balance with what the family needs as a whole. By keeping communication open, and keeping the focus on what is best for our children, we hope we can look back at the end of this and feel we faced the challenge together, in line with our core values. We are looking to thrive not survive.

The next weeks will undoubtedly contain many new challenges with some frustrations but we hope that, by working together as a school community, our children will have structure, as well as the time to be creative and pursue more open-ended activities, maintaining a happy balance between academic work and the continued importance of play and leisure activities.

So, although our school is closed, our care and education continues for each of our children. We will remain open for the children of our Key workers, supervision for this group is ensured within a building which continues to have the same level of cleaning as during our normal term time. Self testing has recently been introduced for staff. We are pleased to welcome our Nursery children back to school, a new routine for dropping and collection is now in place using our new Nursery building, allowing parents to take their children to the door.

Keep safe in the coming weeks – we really look forward to welcoming everyone back at Kingscourt soon.

Amanda Bembridge

Headteacher

## Academic

We recognise that learning from home will not be straightforward, with parents needing to work and supervise children simultaneously, possibly sharing of devices and the demands of different aged children. We believe that the programme will allow for some flexibility, to try and fit in with your individual work and family schedules.

Our Online Teaching and Learning Programme is designed around the school's existing curriculum. This is the curriculum that your child would be working to when in school. Of course, we need to make adaptations to take account of delivering via online platforms. Our programme blends a mix of online and offline content and experiences, including:

Synchronous online teaching with whole class: This is when a teacher connects online with a class group. This could be for morning registration, specific class input and also class teacher contact time. Teachers may arrange this for only part of a lesson in order to minimise elongated periods of time on the screen.

Synchronous online teaching with a group: This is when a teacher connects online with a smaller group of pupils. This could be for a specific aspect of academic work, e.g. an English teacher working with 4-5 pupils. It could also be for a wellbeing check in when a member of staff checks in with a group to discuss how things are going in this way of working.

Asynchronous teaching: This is when a teacher pre-prepares teaching input, often by a short video and uploads for pupils to view. This is an effective way of delivering short pieces of teaching content to support learning and allows pupils to work more flexibly and independently.

Asynchronous learning tasks: This is when a teacher sets tasks and activities for pupils to complete. These usually follow some teaching input, usually written instructions. These tasks may reinforce previous learning or apply new learning.



## Pre-Prep Programme Overview

Work will be posted on Seesaw in the evening in advance of the next day.

Completed work can then be submitted to teachers via Seesaw.

In Nursery and Reception, each lesson will consist of a period of perhaps up to 20 minutes focused activity dependent on the attention of individual children. Please remember all children have very different concentration spans and focus at this age. The activities will require an amount of play and investigation as well as some recorded work.

Year 1 and Year 2 lessons will consist of longer periods of focused activity, this is alongside teacher input and some live teaching lessons.

It is recommended that short breaks are taken throughout the day. Remember the 20:20:20 rule, take a 20 second break every 20 minutes to look at something 20 feet away. An additional 30 minutes in the morning and at least an hour at lunchtime. Where possible and weather permitting these breaks should be taken outside to give the children the opportunity for fresh air and exercise.

Additional offline Challenges will be posted on Cognita Connect to encourage and enrich your child's experiences.

Our initial aim is for every child to be able to fully access Seesaw. Alongside this, Kingscourt is also using Microsoft Teams for the Pre-Prep so that children can have face to face contact with their teachers and their peers. Depending on the success of this, we may develop the educational offering further by adding touch points during the day.

## Prep Programme Overview

Children in Prep will have four lessons per day which will be a mix of online and offline learning. In addition to two tutor times daily.

Short breaks are also recommended throughout the day with additional time allowed for this and at least an hour at lunchtime. Where possible and weather permitting these breaks should be taken outside to give the children the opportunity for fresh air and exercise.

Physical breaks are built into the classroom so that children have the opportunity to keep fit and practice their skills.

The weekly timetable has been sent to parents. This timetable will indicate where the planned timing of lessons so that families can plan their routine.

Work will be set, downloaded, and if needed printed from Microsoft Teams. Completed work can then be submitted to teachers via the directions given.

## Timetables

Timetables will reflect a balanced range of synchronous and asynchronous teaching and learning. We will review these to ensure we are getting this balance right. Each week timetables will include a programme of specialist teachers interacting with children, as well as building on core subject interactions.

## Technology platforms

Our staff will deliver our Online Teaching and Learning Programme using the following technology platforms to start:

Nursery to Year 2: Seesaw and Microsoft Teams

Year 3 to Year 6: Microsoft Teams, Century Tech, Pobble, My Maths

Work will be uploaded and set as per the timetables. Instructions for accessing each platform has been sent to parents. If you are struggling to access any platform, please contact [OnlineLearningSupport@Cognitaschools.co.uk](mailto:OnlineLearningSupport@Cognitaschools.co.uk)

Pupils will be able to download the work and then either print it out or complete it on a computer or on paper in their exercise books.

Work that has been printed out can be sent back to teachers by uploading a scanned image or photograph of it to either Teams or Seesaw software. Submission of completed work will be subject and age dependent and teachers will clearly indicate the method of submission via designated platforms above.

We hope that these arrangements will encourage pupils to develop their independent learning and feel more connected with their teachers.

**1:1 devices** Each child in Y3-Y6 now has their own school loan laptop. It will enhance the educational value of their learning and independence, invaluable for these children. This comes with responsibility and the children will be encouraged to take responsibility for it. Parents have been supplied with a guide to using these new devices, safety features, screen time implications and a FAQ section. This is available on the website.

## Screen time

Where there is greater reliance on digital devices than we would like, we recommend that pupils try to spend no longer than **is necessary on their device**.

Teaching staff will work together to ensure that work set is balanced across a mixture of mediums. If you feel your child's screen time is exceeding what is reasonable, please do contact the class teacher so that they can help to co-ordinate communication between teaching staff. Regular breaks, within the maximum recommended screen time, are crucial.

## Registration

For **Pre-prep children** there will be registration time each morning. During this time, we will explain the activities for the day and then monitor their engagement across the day. Regular monitoring of these activities will be maintained. Update: from this week, Y1 and Y2 will have daily live lessons, delivered via Teams in the mornings. These sessions will be recorded for those who cannot access the live teaching but where possible this is encouraged as it allows the children to interact with each other.

In **Prep**, to offer children a structure to their day the school will have daily registration each morning at 8.45am. This will help to establish a daily routine and class teachers will be able to go through what the coming day looks like for each class. There is an attendance requirement during this period of online education and we do encourage all of our children to start their day off with their classmates and teacher. We do however understand that this may not always be conducive to your home routine and so we will also monitor attendance and engagement via work being accessed and completed.

If a student is unwell, please let the class teacher and school know as you normally would via [office@kingscourt.org.uk](mailto:office@kingscourt.org.uk) and the class teachers email so we can mark the daily registers accordingly.

## Marking and pupil assessment

Work that is set is expected to be submitted back to teachers, but there is no pressure to do this immediately – all tasks set will have extended deadlines to take into consideration our different families and their needs. Individual teachers will make clear their expectations around submitting work when individual tasks are set and how to submit work for different age groups.

Feedback will be delivered in a variety of age appropriate methods. This may include teachers recording audio, teachers holding small group sessions with 5-6 students, or responding to individual children. Marking will also be conducted in a variety of methods as would be the case if children were in the classroom, it may take the form of verbal feedback or short written comment.

Work can be submitted in a variety of formats, through video, an uploaded photo of hard copies of work or completed and submitted online work in Seesaw and Teams.

Teaching staff will be keeping a close eye on academic work and will be regularly assessing and reviewing pupils' attainment and progress. This assessment will continue in line with our usual ongoing summative frameworks, taking into account both effort and attainment. Where there are specific concerns in any areas, our usual school

approach will apply; subject teachers will address individual subject concerns, whilst class teachers will manage any broader pastoral issues.

### Live lessons and catching up on missed lessons

Live sessions on Microsoft Teams will be recorded. This is to allow students who are unable to attend an online live lesson or for any students who miss a session due to illness to catch up on learning. These recordings are then available on the class feed or on request. This is also to safeguard our teachers and students.

In light of the transition to online learning, please note we have updated our privacy notices, and these can be found on the school's website.

**Reading** - We would like all our children to continue to read daily. We recommend the following:

Y5 & Y6 – 30 mins daily  
Y3 & Y4 – 20 mins daily  
Y1 & Y2 – 15 mins daily  
Reception – 10 mins daily

Useful website to support with materials;  
[www.oxfordowl.co.uk](http://www.oxfordowl.co.uk) see Cognita Connect for log in details

For those pupils in Nursery and Reception who are learning to read independently, teachers will be hosting online story time sessions and we would encourage parents or older siblings to read to our younger children. Storytime for older children will be held regularly in class time.

### Parents Evening YR- Y6

We will hold our parents evening via Teams. Class teachers will be in touch with parents to organise a mutually convenient time for this discussion. In the Spring term, these will be held wk.8.2.21 and reviewed if required.

### Senior Schools

**Year 5 parents.** We would like to touch base with you this term, details to follow. Be reassured, we continue to work closely with the senior schools that our current Year 6 are currently in the process of application, exam entrance and offers, giving guidance to their choices for September 2021. We will endeavour to update you of any relevant information we receive.

## Pastoral Care

Kingscourt is committed to the ongoing care of every student. It is important that pupils and parents know that we are here to support them during our Online Teaching and Learning Programme. If you have any pastoral or wellbeing concerns, please contact the class teacher in the first instance.

## The Broader Curriculum

During this period of online learning we are as keen as ever to ensure that pupils receive as broad an experience as possible, accepting the given limitations. With a potential increase in the amount of time spent on screens and devices, it will be even more vital to build time into the day for fresh air, exercise and other enriching activities, such as creative activities, developing offline skills and hobbies. In addition to the Online Learning Programme led by our school team, we will send out recommended sites as good sources of content from time to time during school closures. We will put offline challenges and links onto Connect that families might like to try.

## Music Lessons

During this time we are continuing to offer our peripatetic music lessons via Microsoft Teams. Please let your child's teacher know of your child's one-to-one music lesson so that children can 'catch up' when possible with the task missed.

## House system

Merits will still be awarded for work and effort. Children can keep a record of when these are awarded in either their homework diary or exercise book. Teams also has praise functions which allows badges and personalised messages to be sent to pupils.

If children let their class teachers know when they have been awarded enough merits for a Headteacher's Award, these will be collated on behalf of the child.

## General contact details

Please be assured that staff are contactable each day during our term times and are available to support children through their Online Teaching and Learning Programme.

All contact will continue to be via email and not via any online platforms. Please do contact your child's class teacher if you have any general queries.

If there is an issue relating to the work itself, please contact the relevant subject teacher in the first instance.

Please be mindful that teachers will be teaching most of the day and will need to be preparing lessons, marking and feeding back, but will always attempt to respond in a timely manner. Please email rather than trying to ask a question during a live lesson. Thank you.

If you have general questions regarding academic provision, pastoral provision, general questions or concerns regarding safeguarding, please direct these to your child's class teacher in the first instance.

### **What you can expect from our school**

A continuation of an excellent and robust curriculum  
Online and offline learning activities  
Continued high quality pastoral care  
Regular communication from the school and teachers

### **What we expect from our children**

Commitment to take part in all online learning and work hard, a similar expectation to being in school  
Willingness to step out of their comfort zone, especially when things are different or not straightforward

### **How you can help your child**

Family comes first and must be your priority  
Please do contact the school if you are struggling with the work that has been set and need additional support  
Work-space for your child along with the following equipment: IT device / pad of paper / exercise books / pen, pencil, colouring pens/pencils / maths equipment / calculator / ruler / reading book (age appropriate)

Stick to a routine where possible. It may be helpful to print out a copy of timetables and how the school day will fit into your day  
Recognise the need for regular breaks for your children  
Help your child to eat healthily  
Encourage children to keep in contact with their friends  
Enable children to be punctual for any live sessions  
During academic learning, focus should be entirely on schoolwork sessions, therefore apps/tabs that are not relevant to academic learning should be closed and mobile phones put away  
Keep communicating with us – if there is something that needs to be addressed or we could be doing something better, please do let us know

## Safeguarding guidance for online working

We recognise that our pupils may have increased access to the internet, as they spend more time at home and as they access our Online Teaching and Learning Programme. We would therefore recommend the following guidelines:

Where possible, please ensure that you have the appropriate settings in place on the devices that your children will be using. The 1-to-1 devices for Prep pupils are monitored using Lightspeed, an artificial intelligence monitoring system. During lessons the software provides teachers with the tools to:

- Remotely control open browser tabs to keep students focused during the lessons
- Lock students' screens
- Control what they view on their screens
- Share links
- Broadcast their own screens
- Block or limit access to certain webpages
- View website browsing (in real-time)
- Track browsing history.

We will be treating the online environment as part of the school day. Children should be aware of their use of language and ensure that they behave appropriately whilst online.

Please be vigilant about the sites that your children are visiting. You may need to check their work as well as having a good understanding of the tasks that they are undertaking.

We ask that parents supervise online sessions in an appropriate manner.

At the beginning of the session the teacher will set out some ground rules for how each session will run.

If your child is unwell or unavailable at the time of their assigned session, please let us know.

Ensure that they have adequate breaks from devices. Children will be set a wide variety of tasks by staff to encourage the use of mediums other than electronic devices.

Our school safeguarding policy remains in place and if you have any specific concerns of a safeguarding nature then please contact the school's Designated Safeguarding Lead: Amanda Bembridge.

[Amanda.bembridge@cognita.com](mailto:Amanda.bembridge@cognita.com)

### Sources of information for parents

A range of resources, tips and advice to help families during school closures is available and be continually updated on the Cognita website.

<https://www.cognita.com/cognita-be-well/resources-for-families/>

