



# High Storrs School Home Learning Commitment

Students self-isolating due to Covid-19 are entitled to high quality remote education that mirrors work that is being missed in school.

## Individual Student Isolation

- Students will be set a learning activity for each lesson that they miss by their own subject teacher.
- This will be set via Satchel One (SMHW) at the time of the scheduled lesson or as soon as possible afterwards.
- Work set will be a variety of assignments and tasks aligned to activity in school. Resources could include PowerPoints, pre-recorded instruction, work sheets etc. In some cases, the lesson may be live streamed or recorded to be viewed at home.
- Learning will continue for the rest of the class in school and may not be re-visited at a later date so students are expected to engage with the work set (as well as HW set via Satchel One) if they are well enough to do so.
- Students will be invited to submit some tasks for their teacher to check how well they have engaged and progressed independently. Feedback and guidance will be provided as needed.
- Pastoral staff will make contact at least once a week to support student well-being.

## Class- or year-group Isolation

If it is necessary for an entire class- or year-group bubble to isolate collectively, High Storrs School will provide home learning as described below. The timetable will continue as normal for students in school.

- Students will be set a learning activity for each lesson that they miss by their own subject teacher.
- This will be set via Satchel One (SMHW) at the time of the scheduled lesson or as soon as possible afterwards.
- Work set will be a variety of assignments and tasks aligned to activity in school. Resources could include Power Points, pre-recorded instruction, work sheets etc. In some cases, the lesson may be live streamed or recorded to be viewed at home
- Students will be invited to submit some tasks for their teacher to check how well they have engaged and progressed independently. Feedback and guidance will be provided as needed.

**If a student has difficulty accessing a computer, tablet or phone at home or has no internet connection to receive learning materials please contact the school so that alternative arrangements can be made as soon as possible:**

**KS3: Ms Gott**

**KS4: Mr Bedford**

**KS5: Miss Mason**

## Remote education provision: Information for parents

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education if local restrictions require entire cohorts (or bubbles) to remain at home or where individual pupils are self-isolating.

### The remote curriculum: what is taught to pupils at home

Will my child be taught broadly the same curriculum as they would if they were in school?

We teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we have needed to make some adaptations in some subjects.

### Remote teaching and study time each day

#### How long can I expect work set by the school to take my child each day?

We expect that remote education (including remote teaching and independent work) will take pupils broadly the following number of hours each day:

Secondary school-aged pupils not working towards formal qualifications this year	5 - 5½ hours per day Five 1-hour lessons each day as per the usual timetable, plus tutor time once a week and assembly once a week.
Secondary school-aged pupils working towards formal qualifications this year	6 hours per day Five 1-hour lessons each day as per the usual timetable, plus tutor time once a week and assembly once a week. Plus additional directed independent study where necessary.

### Accessing remote education

#### How will my child access any online remote education you are providing?

- All home learning will be posted on Satchel:One (SMHW)
- In some cases, students will be directed to access a further subject specific learning platform like mathswatch, educake or duo-lingo. Log-in details will be provided by subject teachers and a link will be shared via SMHW
- In some cases, the lesson may be live streamed or recorded to be viewed at home. If so, this will be run via Microsoft Teams that is embedded within each student's school Office 365 account. An invite will be sent via school email and students will also be informed via SMHW.
- Students encountering difficulties accessing Satchel:One should refer to the Help sheet that is available at the end of this document and also on the school website. If there are further issues, queries should be directed to Mrs Vaughan ([j.vaughan@highstorrs.sheffield.sch.uk](mailto:j.vaughan@highstorrs.sheffield.sch.uk)).

## **If my child does not have digital or online access at home, how will you support them to access remote education?**

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

- We have a limited number of laptops and tablets we can loan to students who do not have suitable devices for online learning. Please contact [c.gott@highstorrs.sheffield.sch.uk](mailto:c.gott@highstorrs.sheffield.sch.uk) if you would like to borrow a laptop or tablet for your child to use for their online learning.
- If your child or children are unable to access the internet for their online learning please contact [c.gott@highstorrs.sheffield.sch.uk](mailto:c.gott@highstorrs.sheffield.sch.uk) who will be able to discuss the various options e.g. 4G routers or mobile data top ups we can provide which will enable a connection to the internet.

## **How will my child be taught remotely?**

Remote learning will be set by your child's usual teacher who know him/her. Teachers have been encouraged to ensure at least some of each lesson is direct teacher input (live stream, video or voiced power-point) with an accompanying task to do for the remainder of the time.

Work set will be a variety of assignments and tasks in line with the usual planned curriculum.

We use a combination of the following approaches to teach pupils remotely:

- Live teaching via TEAMS (but this may not be appropriate for all lessons)
- Video lessons (made by the teacher or an on-line provider)
- Power-point or voiced power-point made by teachers, or commercially produced
- Subject specific on-line learning platforms like educake, mathswatch, doddle, linguascope etc. including video clips and tasks.
- Textbook-based work (Images of specific sections may be attached to a SMHW task)
- Worksheets attached to a SMHW classwork task or links to worksheets & other resources available on the student pages of the school MLE

## Engagement and feedback

### What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

- Students should log on to their SMHW account every day at the usual school start time (8.35 if they have registration or assembly, 8.50 on other days) and follow the instructions for each lesson set.
- Parents are expected to support their children by providing a calm work space and encouraging good routines for learning that mirror the normal school day
- Students should submit completed work as directed by their teacher – at least once a week, but possibly more often. This may take the form of an online quiz to check the week's learning an image of work completed on paper, work submitted via a commercially available subject specific platform (often providing automatic immediate feedback) or participation in a live Teams lesson.

### How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

- Teachers will direct students to submit completed work at least once a week, but possibly more often. This may take the form of an online quiz to check the week's learning an image of work completed on paper, work submitted via a commercially available subject specific platform (often providing automatic immediate feedback) or participation in a live Teams lesson.
- Teachers can also check student engagement with SMHW by accessing the reports available in the programme. They can see whether a task has been viewed and when, whether attachments have been opened and whether provided links have been followed.
- Teachers can mark work as 'submitted' or 'not submitted' on SMHW and parents/carers can view and track these comments.
- Where engagement is a concern, teachers will prompt students directly in the first instance (either by email or a SMHW message) and they may also notify parents. If the problem persists the case will be escalated and more senior staff will make contact with home. Barriers will be identified and plans put in place to overcome them, whether they be motivational, pastoral, cognitive or technology based. Appropriate school staff will be deployed to support the student and the family to re-engage the student as soon as possible.

### How will you assess my child's work and progress?

Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our approach to feeding back on pupil work is as follows:

- Teachers will make sure that students can submit and get feedback on specific pieces of work they have completed. For subjects with multiple lessons per week, a piece of work for submission will be set at least once a week that students can receive feedback on. For subjects with 1 or 2 lessons a week, this may only happen once a fortnight.
- This may be a task that is auto-checked on an online platform or similar, but teachers will also make contact with each student via Satchel One (SMHW) or email to let them know they have seen their work, how they got on and offer any guidance as needed.
- Alternatively, teachers may follow up with the whole class in a subsequent lesson through modelling or sharing exemplar work or re-teaching aspects of content.

## **Additional support for pupils with particular needs**

### **How will you work with me to help my child who needs additional support from adults at home to access remote education?**

We recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support those pupils in the following ways:

Reasonable adjustments will be made in respect of what each student can realistically achieve in the time allotted during the day. These considerations will also be made where there are anxiety and mental health issues.

School will make contact with all students with SEND during school closure.

Work set by teachers will be differentiated in the usual way to meet the needs of all the students in the lesson. This maybe through questioning in live lessons or amendments to tasks set. Our team of teaching assistants are on hand should further support be needed. Teachers will still work with teaching assistants to ask for advice and support in ensuring the student can engage with the materials set.

The Special Educational Needs Co-ordinator is on hand to advise and answer queries from parents/carers. She can be contacted at [l.hamnett@highstorrs.sheffield.sch.uk](mailto:l.hamnett@highstorrs.sheffield.sch.uk)

## **Remote education for self-isolating pupils**

Where individual pupils need to self-isolate but the majority of their peer group remains in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

## **If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?**

Where a student needs to access learning while the rest of their classes are still in school, Students are entitled to high quality remote education that mirrors work that is being missed in school.

- Students will be set a learning activity for each lesson that they miss by their own subject teacher.
- This will be set via Satchel One (SMHW) at the time of the scheduled lesson or as soon as possible afterwards.
- Work set will be a variety of assignments and tasks aligned to activity in school. Resources could include PowerPoints, pre-recorded instruction, work sheets etc. In some cases, the lesson happening in school may be live streamed or recorded to be viewed at home.
- Learning will continue for the rest of the class in school and may not be re-visited at a later date so students are expected to engage with the work set (as well as HW set via Satchel One) if they are well enough to do so.
- Students will be invited to submit some tasks for their teacher to check how well they have engaged and progressed independently. Feedback and guidance will be provided as needed.

**SMHW has now been re-branded as Satchel:One, but everything works the same.**

### LOGGING ON AT SCHOOL:

- Use the username and password you were issued when you started at High Storrs to log on to any machine in school.
  - If your password has expired over a holiday, logging on in school allows you in to re-set it.
  - If you have forgotten your password, any teacher can re-set it for you via 'password control' in their start up menu.
- Click on internet explorer or chrome and the internet should open on the MLE as your home page.
- Click the 'students' icon
- Click the SMHW icon.
- Satchel: One log-in page appears. DO NOT enter any details on the left of the screen. Just click on the orange 'log in with office 365' bar. This takes you directly to your SMHW/Satchel: One account. For future log-ins this step won't be needed, the SMHW icon will take you straight into your account.
- If you get a message saying 'account not registered' this needs to be reported to Mrs Vaughan. A teacher can email her for you, she will be able to fix this and let you know when you can try again.

### LOGGING ON AT HOME FOR THE FIRST TIME:

- You need to have logged on IN SCHOOL and accessed the MLE before you will be able to access the MLE at home and before you can access SMHW/Satchel: One at school or at home.
- Log onto the school web-site: [www.highstorrs.co.uk](http://www.highstorrs.co.uk)
- Scroll to the bottom and click on the purple 'learning platform and email log in' button.
- This takes you to a blue and white log-in screen inviting you to 'Sign in with your organizational account'. You need to enter your High Storrs School email address which is your username that you used to log-on to a computer at school, followed by @highstorrs.sheffield.sch.uk. Your password is the same one you used to log-on at school.
- This takes you to the High Storrs login Page (fs.learnsheffield.com). You need to enter a username and password. Your username is schools\ followed by your in-school username. Your password is the same one you used to log-on at school.
- This now opens the MLE home page.
- Click the 'students' icon.
- Click the SMHW icon.
- Satchel: One log-in page appears. DO NOT enter any details on the left of the screen. Just click on the orange 'log in with office 365' bar. This takes you directly to your SMHW/Satchel: One account.
- For future log-ins this step won't be needed, the SMHW icon will take you straight to your account.

### GETTING THE APP ON YOUR SMART PHONE:

- You need to have logged on IN SCHOOL and accessed the MLE before you will be able to access the MLE at home and before you can access SMHW/Satchel: One at school or at home.
- Go to the App Store and download the free Satchel: One App.
- Click the Satchel: One icon.
- Satchel: One log-in page appears. DO NOT enter any details at the top of the screen. Just scroll down and click on the orange 'log in with office 365' bar.
- This will take you to another log-in screen where you need to enter your High Storrs School email address which is your username that you used to log-on to a computer at school, followed by @highstorrs.sheffield.sch.uk. Your password is the same one you used to log-on at school.
- For future log-ins this step won't be needed, clicking on the Satchel: One app icon will take you straight into your account.

PARENT HELP SHEET

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ACCESSING Satchel:One FROM A HOME PC

- Log onto the school web-site: [www.highstorrs.co.uk](http://www.highstorrs.co.uk)
- Scroll to the bottom and click on the green SHOW MY HOMEWORK log in button.
- This takes you to the Satchel: One home page
- Click 'Log in' at the top right of the screen.
- Satchel: One log-in page appears. Enter details in the fields on the left of the screen. You will then be prompted to enter the PARENT CODE you have been issued with by school via your child.
- For future log-ins this step won't be needed, clicking on 'log in' will take you straight into your child's account.
- If you have lost your PARENT CODE, contact Mrs Vaughan by email at school ([j.vaughan@highstorrs.sheffield.sch.uk](mailto:j.vaughan@highstorrs.sheffield.sch.uk)) stating your child's full name and form and she will email back the PARENT CODE you need.

GETTING THE APP ON YOUR SMART PHONE:

- Go to the App Store and download the free Satchel: One App.
- Click on the Satchel: One icon.
- Satchel: One log-in page appears. Enter details in the fields at the top of the screen. You will then be prompted to enter the PARENT CODE you have been issued with by school via your child.
- For future log-ins this step won't be needed, clicking on Satchel: One app icon will take you straight into your child's account.
- If you have lost your PARENT CODE, contact Mrs Vaughan by email at school ([j.vaughan@highstorrs.sheffield.sch.uk](mailto:j.vaughan@highstorrs.sheffield.sch.uk)) stating your child's full name and form and she will email back the PARENT CODE you need.

**PUBLIC VERSION OF SMHW/Satchel:One IF ALL ELSE FAILS!**

TO VIEW ALL HOMEWORK SET **WITHOUT LOGIN** DETAILS:

- Visit the school web-site at [www.highstorrs.co.uk](http://www.highstorrs.co.uk) and follow the green SMHW link at the foot of the page.
- Please note you will need to use the filter options at the top of the page to find your child's homework.