



Continuity of Learning at Newstead Wood School

As a school, we aim to ensure that teaching and learning continue as efficiently and effectively as possible in the event of a student or groups of students being unable to attend school due to COVID. Our policy and procedures during this time will help us to ensure high educational standards, in line with our school aims. They underline our commitment to learning as a partnership between students, teachers, and parents/carers.

There are 3 tiers of provision based on the following self- isolating circumstances:

1. Individuals or small groups
2. Larger groups of full classes or year
3. Local lockdown requiring students to remain at home

We understand that some students will be self-isolating, and have no symptoms. It is our expectation that these students engage fully with the programme of home learning we provide. We also understand that some students will have symptoms that prevent them from working and ask parents/carers to use their judgement and communicate this with the school.

1. Individuals or small group absence from school

Individual students may miss periods of school if they are unwell themselves, if they or someone they live with has COVID-19 symptoms or has tested positive for COVID-19. Some groups of students may be asked to self-isolate as part of the track and track process.

We will set work for students absent from school due to self-isolation as follows:

- Form tutors will call to check students' welfare after 4 days of absence.
- Homework will be set as usual using the Show My Homework platform and individual and/or whole class feedback will be given online.
- Work will be set according to the allocation of curriculum time on the school timetable
- It will follow the curriculum sequence of lessons being taught in school
- We will communicate the work in an effective way – via email, SMHW or MS Teams.
- Work set will be appropriate and relevant to student needs and it is expected that it be completed in full by students – as well as the homework set on Satchel: Show My Homework
- Work will be monitored and assessed by teachers with feedback provided as appropriate
- Where possible class teachers will be available on-line during the timetabled time to respond to queries and support students. We will endeavour to stream lessons via MS Teams if the lesson is taking place in school so that students who are self-isolating can join online.

If a student is absent from school because they are unwell due to a non-covid related illness, they should ask a named classmate to make a record of classroom work and share it by email. Form tutors will check that this is taking place. It may be possible for them to join an online lesson if some of their peers are isolating due to covid, but this is the exception, not the norm.

2. Year group or class absence from school

If a large number of students - a year group bubble or class - is unable to attend school because of a COVID-19 case:

- all subjects will set regular work via the Show my Homework platform.
- As far as possible this will be done centrally across all classes in the year group.



- Work will be set by subjects on Show My Homework at the beginning of the week and submitted by students at the end of the week. Students are encouraged to follow a common timetable for home study.
- all subject teams will also provide a minimum of one twenty minute video lesson per week for each absent year group, either pre-recorded or taught live on MS Teams.
- All subjects will provide individual and/or whole class feedback using Show My Homework or another suitable platform. Students should expect to receive some kind of feedback at least once per week in each subject.
- Students are expected to use the 'Learning to Fly' resources on the website to consolidate, develop and extend their learning if necessary.

Each subject will set work in the way most appropriate to their need and may include:

1. The United Learning Student Hub – sign into this using the same username and password as used to log into school email address, or the school computers.
2. The Oak National Academy – no login required
3. Other regular homework websites – eg Hegarty Maths These will require students to use their login details that they use each week for homework.
4. Office 365 – Teams. For many students this is a site they are used to using in class and for homework in some subjects. School username and password are required to access student folders on this site.

Handing in work

Submission will either be via the sites indicated above or by students photographing hand completed pieces of work (such as art or if access to a PC/laptop is not possible) and then emailing work to their class teachers.

In addition to the classwork students must continue to complete homework set on SMHW. The purpose of the work set is to help students to keep up with their peers, both in school and across the country

How can parents/carers help?

- ✓ Ensure your daughter/son can access all the websites listed below and know their passwords
- ✓ Check the school website/SMHW and discuss what work has been set
- ✓ Talk with your daughter/son about their work and the importance of completing the work set
- ✓ Help your daughter/son manage their time – check in from time to time
- ✓ Praise your daughter/son for successful completion of the work
- ✓ Contact their Head of Year/Head of Department (as appropriate) if there are queries about the work or further help is required
- ✓ For students with additional needs, a member of our SEN team will provide remote support if required to enable students to access the work and answer queries.

3. Local Lockdown

In the event of a local lockdown resulting in school closure with most students and staff working from home, a more detailed plan and instructions for such circumstance will be reissued.



Work will be:

- Set daily by 8.30am, according to the set timetable
- Communicated in an effective way – via Satchel: Show My Homework
- Appropriate and relevant to student needs
- Completed in full by students
- Monitored and assessed by teachers with feedback provided as appropriate

Key Newstead tools and platforms

1. [Show My Homework](#)
All students and their parents have access to the platform. Students are expected to check the platform every day if they are unable to attend school.
2. [Microsoft Outlook](#)
Outlook will be used to share resources and for key messages. All students are expected to check emails on a daily basis.
3. [Microsoft Teams](#)
Teams will be used to share video content, for live meetings and Q&A discussions. Each class has its own dedicated Teams space, and there are also Teams spaces set up for each year group. The Teams spaces will also be used for assemblies.
4. [Learning to Fly](#)
The Learning to Fly resources should be used to supplement the work set by teachers, in order for students to consolidate, develop and extend their learning.
5. [The school website](#) / [Twitter](#)
The school website will be used to post key information about school temporary closure or partial closure.

Additional resources for Home Learning

[UL Student Facing Curriculum](#)
[Oak National Academy](#)

Staff absence from school

During this time, we will undoubtedly face the situation where a member of staff is absent because they are unwell, or because they or someone they live with has COVID-19 symptoms or has tested positive for COVID-19.

- If the member of staff is well and able to, they will set suitable cover work for their class using Show My Homework or Outlook.
- If the member of staff is unwell, the Head of Department will set suitable cover work for the class.
- If the member of staff is not unwell and they are able to do so, they will do their best to provide video or live lessons which can be shared in the classroom.