



HEDINGHAM SCHOOL  
AND SIXTH FORM  
ACHIEVEMENT & EXCELLENCE

14 January 2021

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Dear Parent/Guardian

### **Key Stage 3 – Remote Learning Provision**

I hope you are all well!

I am writing to inform you of the changes that have been made to the provision of remote learning for students in Years 7, 8 and 9. Mr Finch eluded to this in his letter last week and amendments in structure and delivery will commence from Monday 18 January. In the light of our internal review systems and your valuable feedback, we have built in more teacher interaction. Mr Finch has created a “virtual” message for students to talk them through the changes which will be a feature of assemblies next week but I will outline key details below:

#### **Timetable**

Students will continue to follow a remote learning timetable that differs from their normal school on-site timetable. There are clear timings to allow students to plan and structure the day. To provide variety and interest, we have ensured that students maintain a broad curriculum with access to the full spectrum of subjects that they would experience in school. The new timetable is attached to this letter.

#### **Lessons**

We have increased the “live” nature of lessons. Our priority is to provide students with the opportunity for interaction with their teachers. We plan to offer this interaction in two separate forms and this is highlighted in timetables as “Live lessons” and “Interactive Assignments”. Live lessons will consist of extended teacher delivery linked to the subject curriculum with a subsequent task or challenge to complete that builds on the learning points explored.

Interactive assignments are independent learning tasks that will be introduced to students by a teacher or a pre-recorded presentation. A member of teaching staff will then remain available to students to answer questions, address misconceptions and provide direction if required. Students will be able to ask questions through the chat function on the Microsoft Teams. Questions will be visible to the teacher but not the wider audience. The opportunity to complete tasks in a more independent fashion is a vital ingredient of learning and will also provide a valuable break from continuous screen time.

All remote provision will be through Microsoft Teams Live Events and links to each lesson will be available through students subject “Teams”.

#### **Tutorial**

We have introduced a registration and form period at the start of each day (8.45-8.55 am). We request that students check in with their tutor at the start of the day. This provides regular contact with a familiar member of staff and hopefully an opportunity to see others in a virtual way which will provide a break from the isolation that many feel at this time. Tutors will also be able to communicate any information to students regarding school events. There will be an assembly every Tuesday which will be posted on the Teams page.

#### **Attendance**

Student attendance will be recorded at the start of the day in their tutorial meetings. We will also record the attendance of students at each of the live lessons through the day. We plan to continually monitor overall attendance and engagement and communicate with parents and students where there is concern. As with normal school procedures a text will be sent to parents to inform you of non-attendance.

As emphasised in previous correspondence, we appreciate the multitude of difficulties that families are facing during this time. As a school, we will continue to ensure that student provision is as comprehensive as possible. Obviously, mitigating circumstances will impact on how children work within this structure and they might not be able to complete everything. We understand some of the huge challenges around motivation and engagement and can only ask for students to attempt tasks to the best of their ability.

If you have any specific concerns about our remote learning provision please contact Mrs Cook, Assistant Headteacher, via [hed.cookn@hedingham.essex.sch.uk](mailto:hed.cookn@hedingham.essex.sch.uk) For support with technical issues, please contact [ICTTECH@hedingham.essex.sch.uk](mailto:ICTTECH@hedingham.essex.sch.uk)

Yours sincerely



Mr A Harvison  
Headteacher

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