

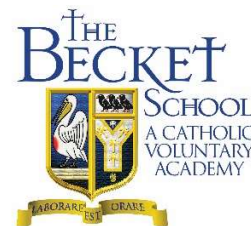
THE BECKET SCHOOL



REMOTE LEARNING GUIDANCE BOOKLET FOR STUDENTS AND PARENTS



Remote Learning in the event of a partial or whole school closure



Remote Learning Overview

Dear Parents/ Carers,

Please find below details of the remote learning programme that the school/ subject areas will follow in the event of students isolating or partial/ whole school closure.

Situation 1: Where students are isolating for up to 14 days:

- a. Work will be set on Google Classroom for remote access – this will include an outline of the lesson content, tasks and resources such as the lesson PowerPoint/ assessments/ homework
- b. Some subjects are setting up an online lesson link using google meet for students isolating to join the live lesson. If this is an option for the lesson it will be shared in the Google Classroom and on the students Google Calendar (Details on how to access this are attached)

Situation 2: If the school has a partial closure eg a whole year group isolated:

- a. A Google Meet Live online lesson will take place at the usual lesson time by the class teacher
- b. Resources will be uploaded to Google Classroom to support learning eg videos/ PowerPoint /assessment.

Situation 3: In the event of a whole school closure

- a. A package of Live online Google Meet lessons alongside resources and activities will uploaded onto Google Classroom

A timetable of live online lessons is at the end of this booklet for each year group for whole school closure.

All students in school have access to Google Classroom and classrooms for subjects have been set up. Many staff are using this platform to set homework tasks at present. Below are further details to help with accessing from home if your son/ daughter needs further help.

Thankyou

Mrs Carroll

Use of Online Learning and Safeguarding.

Students

- All students are expected to attend their live online lesson when it is timetabled
- Students should be appropriately clothed.
- Students are advised to wear headphones.
- Students should join one minute before the start time.
- Photographs of other students should not be taken during the live lesson.
- All work will be electronic documents and asking students to work from revision guides/ knowledge books and in their books.
- All contact with staff must be through the students' school email and staff work emails and the Google Classroom message stream.
- Students who are unable to access the live lessons at the planned time can access a recording of the lesson on Google Classroom.
- Students should be in a communal place with as few interruptions as possible.
- Students should have their camera and microphone off unless asked to switch them on by the teacher.
- Students should behave as they would in a normal lesson.
- Language and behaviour must be appropriate including that of any other family members in the background. This includes live lessons and chat facility if used.
- Students will not be able to share their screens unless requested to by their teacher.
- No other person except the student should be on camera or access the microphone.
- If a student has any safeguarding concerns about online lessons they should report them straight away to the schools safeguarding team.

Parents / Families

- Parents should read a copy of the trusts safeguarding policy - (www.ololcatholicmat.co.uk/documents/policies) and the school's safeguarding policy – this can be found on the school's website.
- If a parent has any safeguarding concerns about online lessons they should report them straight away to The Becket School Safeguarding Lead, Mrs Nicholls(b.nicholls@becketonline.co.uk) or to the Trust Safeguarding Lead M.Dales (m.dales@ololcatholicmat.co.uk) within 28 days of the lesson taking place.
- Parents should be responsible for the behaviour of their child during online remote lessons
- No negative comments should be made on group chats or social media platforms.
- Photographs or videos of other students during live lessons are not allowed.
- Parents should understand that all live lessons are recorded for safeguarding purposes
- Parents should understand that teachers reserve the right to terminate the remote lesson if there are behaviour concerns. These will be dealt with via the school's behaviour policy

How to Access Google Classroom and Online Live Lessons

The Becket School uses Google Suite for Education to provide work remotely. This can be accessed through the school website links on the intranet <https://www.becketonline.co.uk/> or directly through Google.

Google Classroom allows staff to communicate and share resources with the class. This can also be used to set assignments and work can be submitted remotely. Some staff and students use this already in some subject areas to set homework

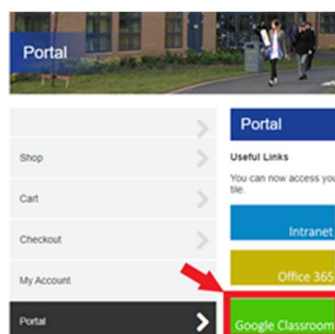
Staff will provide work through **Google Classroom and Online Live lessons through Google Meet**

To access these applications log on via the school website – see below: (or Via www.becketconnect.co.uk scroll down to the Web Apps and select Classrooms icon)

Step 1: Go to the School website and Click the Green Box



Step 2: Click Google Classrooms



Step 3: Login

Logging in

All students have access to Google Drive and Classroom and can log in at home or anywhere they have access to a PC and internet connection. All passwords are the same as the ones they need to log on to the PCs in school. Student's usernames are their email address, which is set up in the format:

(Year they started) (surname) (first initial) @becketconnect.co.uk

For example: Ben Jones in year 11 (He started The Becket School in 2016) would be: 16jonesb@becketconnect.co.uk or Annie Singh in year 8 would be: 19singha@becketconnect.co.uk

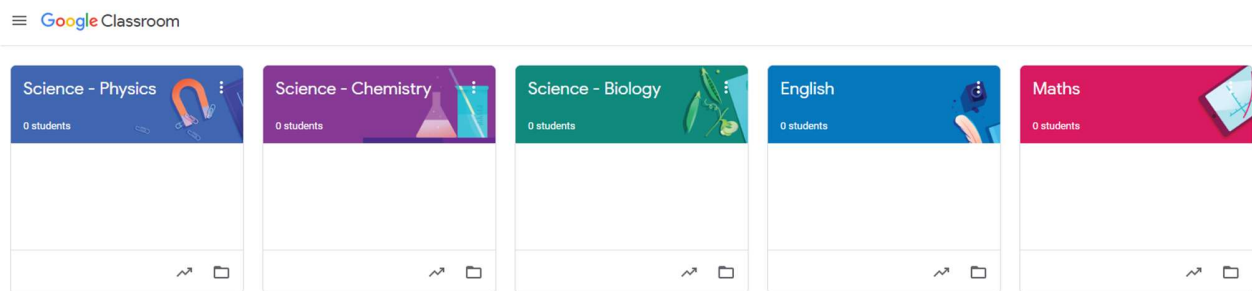
Students passwords are the ones they use to log on to PCs in school. Should your child have forgotten their password please email Passwordreset@becketonline.co.uk

*For security purposes: In the email requesting a password reset please state the Students Name, Date of Birth and House (i.e. Bernadette, Edmund) and will only be replied to if the email is on our school system linked to the student the request is related to. **Following this a password will be provided.***

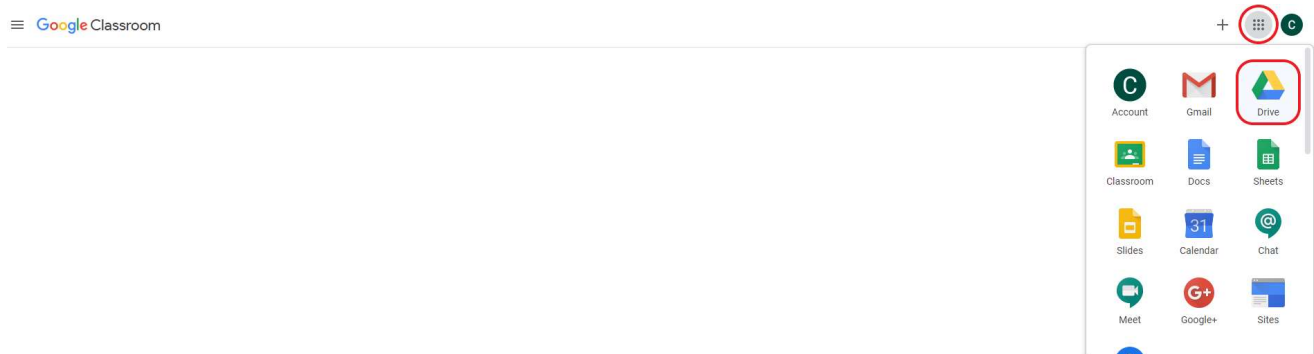
Working on a PC, Laptop or Chromebook is advised. Many students can log in on their phones or iPad/ tablets. However, editing on phones/ tablets is more challenging and students would need to download the following google apps: Google Classroom, Google docs (Word equivalent), Google slides (PPT equivalent), Google Sheets possibly (Excel equivalent). If you have any queries or want support in accessing the work, please email ICTadmin@becketonline.co.uk

Once students have logged in, they should see all their classes:

Step 4: Choose your Class and follow the instruction to access the work



Other details needed: **Google Drive** is the students online cloud storage where all their work is automatically saved to when using Google Classroom. To access Google Drive follow the instructions below



Once Logged in Students can find their own area (My Drive) and any shared areas (shared drive).

Staff will ask students to work in a certain way and depending on the content it could be electronically or directly into their exercise books. We appreciate it may be difficult for many to print a lot or at all so we advise against asking students to do this.

We feel that through this electronic platform students can access work and be directed by staff to minimise the impact of any lost time in school.

We appreciate your support at this difficult time and please try to support your son or daughter in the best way possible to direct them to complete the work to the best of their ability.

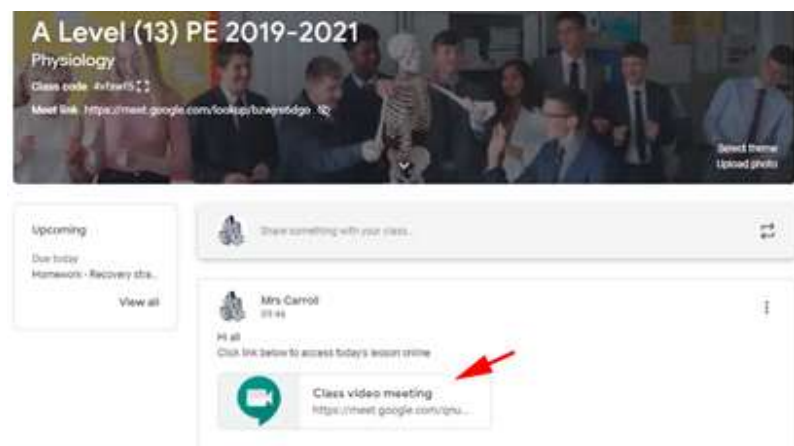
Guidance on accessing Live online Lessons with Google Meet and linking to Google Classroom



Google Meet- how to join a live online lesson

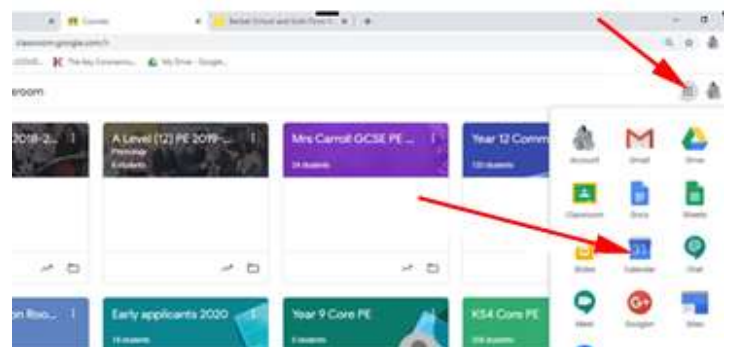
Option 1: Through the Google Classroom of the subject

1. Open Google Classroom and click the link in the stream

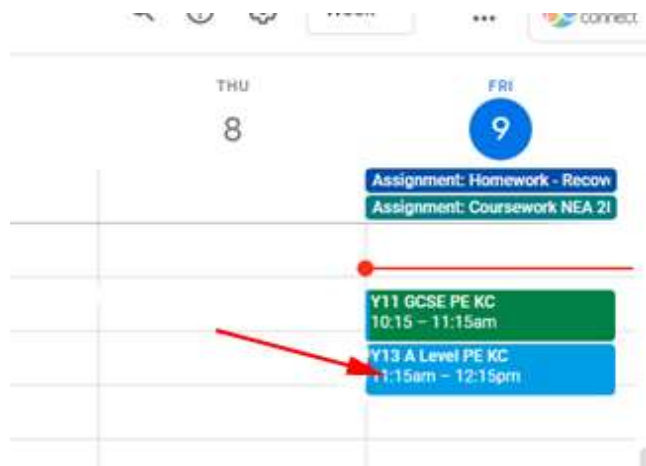


Option 2: Through the Google Calendar

1. To access Google Calendar, click on the nine small squares at the top right of the screen to show other Google App
2. Select the calendar icon



3. Once Google Calendar opens – you may see the lesson scheduled in there at the usual time



4. Click on the lesson and then the link to join the Google Meet
5. This then takes you to a set up screen – students should have cameras and microphones off and then click join to join the lesson
6. Students will automatically enter the lesson if logged on with their school account – they may need to be admitted by staff if logged on with a personal email. Students should use their school account/ email at all times.
7. Following the online lesson work will be set for students to complete independently.

Other support:

A parent's Guide to Google Classroom <https://youtu.be/2lowi-gmbys>

Students can only access this through their school username/ email.

If you have any queries or want support in accessing the work please email

ICTadmin@becketonline.co.uk

Online remote learning Timetables: These are similar to the usual school timetable except for Year 7 where there are some differences.

Lesson start times for the Online School Day:

Lesson 1 – 9.15

Lesson 2 – 10.25

Lesson 3 – 11.20

Lesson 4 – 1.05

Lesson 5 – 2.05

ADM= Art Drama or Music

Fre = French

Ger = German

Year 7

THE BECKET SCHOOL	Year 7 timetable for whole-school lockdown																				2020 / 2021				
	Monday					Tuesday					Wednesday					Thursday					Friday				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
7B																									
7E		PE		ART	RE	DRA	DT / Food		HIS	GER				RE	GEO				MUS	IT					
7N																									
7P			SCI								MAT					ENG	SCI								
7R		IT		RE	ART	DT / Food	GER		GEO	HIS				MUS	FRE				DRA	RE					
7T																									

Year 8

THE BECKET SCHOOL	Year 8 timetable for whole-school lockdown																				2020 / 2021				
	Monday					Tuesday					Wednesday					Thursday					Friday				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
8BEN		GEO	RE	MAT	HIS			GER	FRE	Food	RE	SCI	PE	IT		FRE		ADM	DT	MAT					
8PRT		RE	PE		GER		ENG	FRE	Food	RE	ADM	FRE	SCI	GER		IT	ADM	SCI		MAT	HIS	GEO	DT	ENG	ADM

Year 9

THE BECKET SCHOOL	Year 9 timetable for whole-school lockdown																				2020 / 2021				
	Monday					Tuesday					Wednesday					Thursday					Friday				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
9x								RE		ENG	OPT A				PE						OPT A				
9y	OPT B	OPT C	MAT	SCI				PE		ENG	OPT A	ENG			RE		OPT B	MAT	SCI	OPT C	RE	MAT	ENG	RE	

9x OPT A DT, French
 9y OPT A Childcare, Drama, German, Music Tech
 9 OPT B Computing, Food Tech, Geography, History, PE
 9 OPT C Art, DT, French, Geography, German, History, Music

Year 10

THE BECKET SCHOOL	Year 10 timetable for whole-school lockdown																				2020 / 2021				
	Monday					Tuesday					Wednesday					Thursday					Friday				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
10x				PE	MAT		RE					RE	MAT				OPT A								OPT A
10y	SCI		OPT C			ENG	OPT A	MAT		SCI	ENG	PE	MAT		OPT C	SCI	RE	OPT B		ENG	ENG		OPT B		RE

10x OPT A Computing, Drama, German
 10y OPT A Childcare, DT, French, Music Tech
 10 OPT B Art, Geograpy, History, IT, PE
 10 OPT C Art, Computing, Drama, DT, French, Geography, History, Music

Year 11

	THE BECKET SCHOOL															Year 11 timetable for whole-school lockdown															2020 / 2021				
	Monday					Tuesday					Wednesday					Thursday					Friday														
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5										
11b	MFL	SCI	ENG	HUM		SCI	HUM	GEN		PE		MAT	RE	ENG		MAT	ENG	MFL	RE		SCI	GEN			MAT										
11a	PE									MFL			MFL					RE					RE												

Use of online learning.

All work will be electronic documents and asking students to work from revision guides/ knowledge books and in their books. **All contact with staff must be through the student’s school email / parent email if needed and staff work emails/ Google Classroom message stream.**

We ask you to carefully monitor internet use to ensure students are accessing age appropriate material. It is important to monitor screen time and combine this with work in books, reading and if possible some level of exercise. These apps are good for Yoga and 7-minute workouts that can be done at home if you are fit and well. These are free if students use their school email to login and register <https://www.downdogapp.com/>

Generic website for students at home

Subject	Online learning suggestions
Mathematics	<ul style="list-style-type: none"> ● www.corbettmaths.com - topic worksheets, textbook exercises, excellent videos and mixed revision with the 5-a-days. This website has been recommended to our students a lot already. ● www.mathsgenie.co.uk - Excellent website for GCSE & A-Level. Links to videos, exam questions and solutions ● www.onmaths.com - online GCSE papers, type in your answer, and it marks it for you! Free sign up ● www.drfrostmaths.com - completely free to use, and students benefit from an infinite amount of practice with questions that regenerate. Create a free sign up then go to practice in the top left ● www.diagnosticquestions.com - free sign up. Access to lots of quizzes on all topics that auto mark when completed. ● www.yourfavouriteteacher.com - Free sign up. In the school closure course there are maths lessons including video and worksheets appropriate for KS3 and KS4 Foundation
Science	<p>The Becket School Science website; www.tinyurl.com/Becketscience Seneca www.senecalearning.com/ students have a code so the teacher will set and track assignments KS4 and 5 Science: www.SnapRevise.co.uk (and YouTube channel with clips for GCSE)</p>
Languages	<p>Quizlet quizlet.com/en-gb/students (and teachers have given students access to their quizlets) Becket School MFL website: sites.google.com/becketonline.co.uk/mfl/home www.pearsonactivelearn.com/ (students all have log-ins and usernames which are up to date) Duolingo www.duolingo.com Learn languages for free. Web or app.</p>
Technology	<p>Food Technology www.nutrition.org.uk - A wealth of information about nutrition, healthy eating and food science</p>

<p>Computers</p>	<p>Key words for Paper KEY WORDS (1).pptx Key words for Paper 2 KEY WORDS PAPER 2.pptx Past Papers NB OLD SPEC GCSE - Computer Science (9-1) - J276 (from 2016) Blockly blockly.games Learn computer programming skills - fun and free. Scratch scratch.mit.edu/explore/projects/games/ Creative computer programming Seneca www.senecalearning.com</p>
<p>Generic/ various</p>	<ul style="list-style-type: none"> • Khan Academy www.khanacademy.org Especially good for maths and computing for all ages and other subjects at Secondary level. Note this uses the U.S. grade system but it's mostly common material. • www.bbc.co.uk/bitesize • Seneca www.senecalearning.com <p>For those revising at GCSE or A level. Lots of free revision content and paid access to higher level material.</p> <ul style="list-style-type: none"> • Ted Ed ed.ted.com All sorts of engaging educational videos
<p>Online Learning</p>	<ul style="list-style-type: none"> • The Oak National Academy have an online / remote programme of lessons and resources for various subject levels – some staff may set work linked to these resources. https://www.thenational.academy/