

15th January 2021



Dear Parent /Carer,

I am writing to update you regarding the remote learning provision for your child. As you are aware, the national and local picture has led to students working remotely from home. As a school, we understand that the most effective education a child can receive is in school. We are unfortunately in a position where this cannot happen.

As a school, we aim to provide as close to 'in school' education as we can. That said, we are bound by many factors, some outside of our control. The below provision for your child aims to provide the highest standard of remote education we can as a school.

Therefore, **from Monday 18th January**, to support the learning of Year 11 examination class groups, **class teachers will teach 'live' lessons in all subjects**. Please use the web link below to see how students can access 'live' lessons from Monday 18th January onwards (the tutorial will be live from **5pm today**):

<https://www.lighthall.co.uk/remote-learning/>

Students should access their 'live' lesson through their subject class TEAM, at their normal timetabled lesson time. If, for factors outside of our control (such as internet 'drop out'), the lesson cannot complete (or is interrupted) students should revert back to using the 'class materials' found in TEAMS. Staff will again provide 'text based' support, during the lesson.

If student's are unable to attend a 'live' lesson (we appreciated that device access may be shared at home), they can still complete the lesson using the 'FILES' tab and selecting the relevant lesson. The lesson will obviously not be live, if this method is used.

We will continue to set virtual / online homework; this provides an important opportunity for your child to receive feedback on their learning. This will, as normal, be set through SMHK.

For your child to gain the maximum benefit from the remote provision, please see the below:

- **Please ensure** that your child **fully reads** the expectations below, and meets them **every** lesson. They will be shared at the start of every lesson, as a **reminder**.
- **Please ensure** that your child has all the resources /equipment they may need (this will include, pens, calculators, subject exercise books and a remote device – phone / tablet / laptop / desktop)
- **Please set aside** (where possible) a quiet and dedicated learning space for your child
- **Please ensure** your child follows their normal school timetable, including all breaks – these will be important for students to remain engaged and focussed during the day
- **Please ensure** you child attends all lessons (including form time), at the correct time and are ready to learn, making sure they follow the lesson expectations shared by the class teacher
- **Any IT / internet** access issues, should be directed to **Mr Cooney**; she will be able to outline the support we can offer as a school

Head Teacher: Annette Kimblin

Hathaway Road | Shirley | Solihull | West Midlands | B90 2PZ

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Please see below for the expected behaviours from all students:

- **Students will attend** all live lessons with their cameras **off / muted / disabled**
- **Students will remain** in all live lessons with their microphones **off / muted / disabled**
- **Students will use only 'respectful and appropriate'** language when communicating with their peers and class teacher
- **Students will be able** to ask questions using the 'chat' function within the lesson. Their class teacher will then unmute them to allow them to ask any questions

Any breach of these expectations will be addressed by their class teacher (both in the lesson and through contact with parents/carers if serious or persistent). Continued breaches will result in your child being removed from the lesson. Please see the schematic below:



Remote Learning Behaviour Code of Conduct

Within... 'as live' lessons on the 'post' function		Within live lessons – camera or microphone issues		Within live lessons – 'chat' function	
↓ Students post irrelevant content. Interacting with other students unnecessarily.	↓ Offensive comments made by students.	↓ Student has their camera on or their microphone on.		↓ Students post irrelevant content. Interacting with other students unnecessarily.	↓ Offensive comments made by students.
↓ Teacher asks the student to stop.	↓ Students are muted. Parents/ carers contacted. Escalated to the PDL.	↓ Teacher asks the student to switch it off.		↓ Teacher asks the student to stop.	↓ Student is removed from the meeting, parent/carers are contacted and PDL.
↓ Student stops – no further course of action.	↓ Student continues – student is muted. No further course of action. (For repeat offences, parent/carers are contacted and PDL)	↓ Student switches it off. No further action.	↓ Student refuses after several reminders. Student is removed from the meeting, parent/carers are contacted and PDL.	↓ Student stops – no further course of action.	↓ Student refuses after several reminders. Student is removed from the meeting, parent/carers are contacted and PDL.

They will **only be allowed access** to the next lesson when their PDL has discussed the concerns with you, and **assurances have been made that the behaviour will be modified**. Subsequent breaches may lead to no access to the 'live' remote learning provision.

Please see below for the relevant staff email, should you require further support:

TEAMs/school email password resets:

- office@lighthall.co.uk

Other TEAMs issues:

- Mr Hayfield nhayfield@lighthall.co.uk

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Light Hall School
The best from everyone, all of the time.

Pastoral Issues Year 11:

- PDL – Mr A Cooney – acooney@lighthall.co.uk
- Year 11 Pastoral manager – Miss L Hall – lhall@lighthall.co.uk

Attendance issues:

- Mr Hooper dhooper@lighthall.co.uk

Yours sincerely

Mr Hayfield
Assistant Headteacher

Mrs Mohamed
Assistant Headteacher