

January
2021

Remote Learning

North Berwick High School



What you can expect from us?

We will ensure that our pupils continue to receive the best teaching and learning we can facilitate in a remote and virtual setting. The main tool we continue to use to support remote learning for all pupils is the Google Classroom G-Suite application.

Through Google Classroom (and other supplementary and supporting digital resources) we will deliver:

- meaningful tasks/assignments for pupils to complete in all of their different subjects across the curriculum;
- a planned and well-sequenced curriculum so that knowledge and skills development is being continued, with the utmost clarity on what is intended to be taught and practised in each subject;
- frequent and clear explanations of new content through high-quality curriculum resources and/or live Google Meet instructional sessions (see Appendix 1) or pre-recorded videos.

What do we expect from pupils?

There is an expectation that pupils will engage with work that is posted in their Google Classrooms for each of their subjects on a weekly basis. We will monitor and track pupil engagement and inform parents if we are concerned that pupils are not managing to engage effectively. Pupils must make sure they are enrolled in all their Google Classrooms. Pupils should contact their teachers through their Edubuzz email if they do not have access to a specific Google Classroom.

We are committed to ensuring that pupil engagement is consistently high. Teachers will therefore be making good use of opportunities within live Google Meet lessons and through pre-recorded teaching videos to set clear expectations for work/tasks being set and to provide encouragement to pupils.

We are, of course, fully aware that there are specific pupils who usually rely on a level of support in class that is difficult to replicate in the remote learning environment. Nevertheless, teachers will, wherever possible, provide support and tailored instruction/tasks for these pupils.

Gauging pupil progress

It is crucial that we continue to assess and monitor pupils' progress. In the remote learning environment this will often be in the form of 'whole class' feedback, which highlights common issues and areas to improve. There will also be personalised feedback on specific pieces of work that have been submitted by pupils; teachers will make it very clear to pupils which pieces of submitted work will receive this individualised feedback.

How many hours of remote learning activity?

While we appreciate that everyone's circumstances are different, we hope that these guidelines are helpful in supporting pupils to plan their week.

S1 and S2

Where possible, S1 and S2 pupils should aim to complete 3-4 hours of learning-related activities each day. Here is an example of how a timetable might look:

S1-S2	Monday	Tuesday	Wednesday	Thursday	Friday	
0830-0930	Checking Google Classrooms for work that has been set	Try and start your day with an activity that positively prepares you for some school work. This could be 30 minutes of exercise or some mindfulness/meditation*. Remember to have a healthy breakfast too.				* Or split French up into 10 minutes every day
0930-1015	English	Personal Reading	Drama or Music	Maths	Business or Computing or IT	
1100-1130	Art or CDT or HE	Business or Computing or IT	English	Drama or Music	English	
1145-1230	Maths	French*	History or Geography or Modern Studies	RE	Maths	
1330-1415	History or Geography or Modern Studies	Maths	Science	Personal Reading		
1430-1515	Science		PE	Art or CDT or HE		
 <p>The school website has some suggested resources that can help you. These resources are from 'Young Scot' and 'Clear your Head'</p>						

If S1 and S2 pupils want to create their own timetable and organise what subjects they are going to work on when, a blank timetable is attached (Appendix 2).

S3

Year	Number of subjects	Suggested hours of study
S3	9	Maths preferably 2 to 3 hours per week English preferably 2 to 3 hours per week 7 additional subjects 1 hour 30 minutes per week per subject

S4, S5, S6

Year	Number of subjects	Suggested hours of study (20 hours a week)
S4	7	Up to 3 hours weekly per subject
S5	5	Up to 4 hours weekly per subject
S6	3-4	4-5 hours weekly per subject

It is important to stress that the tasks set by subject teachers will not account for all of the suggested hours of weekly study that we are recommending. As in a normal school week, teachers will also set homework tasks. In the senior school, self-directed study is an important habit.

We would expect, therefore, that senior pupils are engaged in a combination of tasks set by their teachers and regular revision of previous weeks' knowledge - refer to the building long-term knowledge '*Study Strategies*' section of the Remote Learning page on the school's website.

A list of suggested additional resources, many of which pupils will already be familiar with, can also be found at the end of this paper.

Guardian Summaries

As you will be aware, we have utilised the 'Guardian Overview' function that can be set up on Google classroom. This gives parents/carers a better understanding of what tasks/assignments their child is being asked to complete in their various subject Google Classrooms. More Information on the summaries can be found [here](#).

Pupils must give their permission to have Guardian Summaries enabled. Pupils have been reissued with a Googleform via their year group 'Home Class' Google Classroom. This must be completed before assigning a parent's email for the purposes of Guardian Summaries.

Please do not email the communications inbox directly asking to be added as a Guardian. If you are having any problems setting up or accessing Guardian Summaries on Google Classroom, please see the Frequently Asked Questions [here](#). Please make sure you accept the invite to be your child's guardian on Google Classroom via a web browser and ensure your child is logged out of Google when you do so.

Scheduling Google Classroom Assignments

Pupils' planned learning activities will go live each Monday morning for 8.30 am. Where work is expected to be returned by pupils, generally a one-week deadline, as a minimum, will be set. Pupils can, of course, contact their teachers throughout the week via Google Classroom and they can hand in work early if they choose. We feel that this synchronised approach will allow pupils to work through the tasks at their own pace.

We do not want submission deadlines to cause anxiety for pupils, but completion deadlines will be set on Google Classroom and pupils will get a reminder notification if work has not been submitted after a Google Classroom assignment deadline has passed. Teachers will remove the submission deadline date 3-4 days after the Assignment submission deadline has passed; this is to allow sufficient time for pupils and their parents to be aware of the non-submission of work.

Pupils should make sure they are aware of how to submit completed work as an Assignment on Google Classroom.

Please refer to the following videos for support with how to do this:

Uploading documents to Google Classroom 'Assignments':

<https://drive.google.com/file/d/1MCbbS1g2dvHCHOKq65WWXN8vF5ToBvrg/view?ts=5ff5c0d8>

Submitting work in Googleclassroom 'Assignments':

https://drive.google.com/file/d/10mpXLnAMYel_PKr4rgAOohzS20t3ztcNN/view?ts=5ff5c0d8

National Qualifications formal assessment

During this period of remote learning there will be no formal assessment of the National Qualifications at any level (National 4, National 5, Higher and Advanced Higher).

When face-to-face teaching resumes in February, formal assessment of the National Qualifications will also resume. Pupils must be aware that, without exception, the NQ curriculum content that is being covered during this period of remote learning will be formally assessed by their teachers when we return to the school building.

We expect that, in response to this current lockdown, there will be further information communicated by the SQA about the assessment of National Qualifications and the key dates associated with the Alternative Certification Model being adopted. We will keep you informed about any developments.

What to do if you have a question or concern

If you have any issue related to your child's learning that you would like help with, please communicate this through our 'communications' email address in the first instance:

communications@northberwickhigh.elcschool.org.uk

Appendix 1

Use of Google Meets during periods of Remote Learning

Any live Google Meets scheduled by a teacher will be aligned to pupils' existing school timetables. Teachers will communicate to pupils via Google Classroom if a live Google Meet is scheduled and will attach the Google Meet invite. Pupils can also accept this invite in advance of the meeting to ensure that it is added to their Google Calendar.

Parents will be sent a spreadsheet each Friday which details any scheduled Google Meets for specific classes; this spreadsheet will not detail the Google Meet invite code. The purpose of why a Googlemeet is being held for pupils will be clearly communicated to them by their teachers, e.g.: to deliver instruction; an opportunity to engage in a structured question and answer session; a drop-in opportunity for pupils if they want to ask specific questions.

While it is likely that many teachers will use Google Meets as a remote learning digital tool, some teachers will choose not to use this platform and may, for example, prefer to pre-record video presentations. Our approach to remote learning is to ensure high quality remote learning experiences for all pupils, including opportunities for interaction, discussion and feedback; the use of Google Meets is only one component of how we ensure this is occurring.

Protocols when conducting Google Meets

1. Teachers are conducting Google Meets from their home; under no circumstances should a Google Meet be recorded without the permission of the teacher conducting it - to do so would be a serious privacy breach.
2. Any pupil who is behaving inappropriately during a Google Meet will be immediately reported to a member of the Senior Leadership Team. Parents/carers will be informed and the pupil will not be permitted to participate in any further Google Meets in any subject.
3. Before entering a Google Meet with a teacher, pupils should always remember to switch off their microphones. Depending on the stage and volume of pupils in a Google Meet, teachers may prefer to use the chat function on Google Meets to better coordinate the discussion.

Appendix 3

Additional resources for pupils

E-Sgoil

E-Sgoil programmes are in place for Early Level and for First to Third/Fourth Levels in the Broad General Education. The programmes are designed to complement the curriculum and remote learning being provided by schools:

- Live lessons for S1-S3 pupils are delivered in a rolling series of four, two-week programmes. Programme details and timetables are available on the e-Sgoil website <http://www.e-sgoil.com/esgoilbgeoffer2020/>
- Refreshed Senior Phase daytime provision will be available from 11 January 2021. This senior phase offer is live on the e-Sgoil website <http://www.e-sgoil.com/seniorphase20/>

Pupils require their Glow username and password in order to access the e-Sgoil resources. Any pupil who does not have their Glow username and password should email Mr. Frew: sfrew@edubuzz.org

A Glow and e-Sgoil helpsheet is available here:

<https://www.edubuzz.org/northberwickhigh/wp-content/blogs.dir/894/files/2020/10/GLOW-e-Sgoil-User-Guide-2020.pdf>

Bright Red Books

The Bright Red Digital Zone is completely free and has content for N5, Higher and Advanced Higher students. Pupils just need an email address to register and then they can access all of the content on the platform (there are tests, video links, activities etc). The link for this is here: <https://www.brightredbooks.net/subjects/>

In addition, they also have a YouTube channel which has subject playlists for N5, Higher and AH subjects, which is also free and can be viewed here:

https://www.youtube.com/channel/UC71WI3_vVlqgAYmnegVC3A?view_as=subscriber

BBC Bitesize

<https://www.bbc.co.uk/bitesize>

Free online study support resource to help with revision.

Go to the Secondary menu and choose the appropriate level from the Scotland list.

For those of you looking for additional online resources to support learning, the BBC has launched an updated and expanded BBC Bitesize Daily service, offering lessons rather than just the revision resources which it used to focus on. There are lessons aimed at pupils from P1 up to S4.

This online resource is also accompanied by educational material being broadcast on BBC TV channels. You can find a guide to these broadcasts at - <https://tinyurl.com/ya5pxepe>

SCHOLAR

<https://scholar.hw.ac.uk/>

Online courses at National 5, Higher and Advanced Higher levels. To access SCHOLAR materials, you will need your SCHOLAR username and password.

Collins Learning

<https://collins.co.uk/pages/scottish-curriculum-free-resources>

Free resources and downloadable answers from HarperCollins Publishers Ltd.

Oak National Academy

The Oak National Academy is aiming to add dozens of hours of lessons every week during the coronavirus lockdown. Although matched to the English curriculum, many of the online lessons posted thus far are of a general nature and the topics are just as relevant for those following the Scottish curriculum. The great thing about this resource is that it contains lessons which children can work through on their own (or with a parent) and don't require you to 'fill in the gaps' between separate pieces of work or information.

<https://www.thenational.academy>

SQA – Past Papers

There are a range of papers and marking schemes available on the SQA website.

<https://www.sqa.org.uk/pastpapers/findpastpaper.htm>

Khan Academy

This is a free resource, where learners or parents can sign up. It caters for P1 to S6 and beyond. Although the resources are not specific to the Scottish system, there is a wealth of resources and videos that relate to the topics covered in school. Note that not every subject or topic is available.

<https://www.khanacademy.org/>

They also have videos available on YouTube:

<https://www.youtube.com/channel/UC4a-Gbdw7vOaccHmFo40b9g>