

# FAQ for Parents Remote Schooling (Senior School)

Dear Parent/Guardian

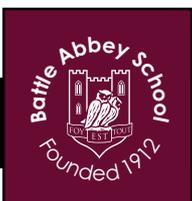
Firstly, I would like to wish you well and hope you had a restful Christmas.

We are once more reliant on remote learning. The good news is that we all now have far more experience and expertise in this area.

In preparation for the term ahead, I have compiled a series of 'FAQ's' to hopefully help you navigate the current schooling landscape. Please note that the situation is evolving and that some of the information below will need to be updated. Also, if there is something you feel is omitted from the list below, please let me know and I will update and issue a subsequent version if needed.

Thank you so much for your continued support. It is even more clear now how important working together and supporting each other is. I very much look forward to seeing you all very soon,

Philip Usher (Deputy Head)



**Battle Abbey School**

Tel: 01424 772385 [www.battleabbeyschool.com](http://www.battleabbeyschool.com)

## **CONTACT INFORMATION**

### **WHO DO I CONTACT IF I NEED TO?**

This is exactly the same as before. Usually the first contact is the tutor or teacher. If it is a financial matter contact the Bursar. Anything related to health & welfare or testing contact the Welfare Team and safeguarding contact Mrs Buckland. The Heads of Key Stage, Deputy Head, Director of Studies and Head are still available for more serious matters.

### **WHAT CAN I DO IF I HAVE A TECHNICAL ISSUE OR CANNOT ACCESS MICROSOFT TEAMS?**

If you have any technical issues, please contact our support team by emailing: [toroki@battleabbey.school](mailto:toroki@battleabbey.school)

## **PASTORAL, WELFARE & SAFEGUARDING**

### **WHAT IF I AM WORRIED ABOUT MY CHILD'S HEALTH OR WELFARE?**

All health and welfare concerns should continue to be sent to [medical@battleabbey.school](mailto:medical@battleabbey.school). The team will endeavour to offer advice to families whilst we are away.

### **WHAT ABOUT SAFEGUARDING?**

This continues to operate, please contact Mrs Buckland for any support.

### **WHAT ABOUT THE FORM TUTOR/SIXTH FORM MENTOR?**

The form tutor & mentor continue to be the focal point for the pastoral side of the school. It is important that the tutor and tutee make contact once per week (or mentor and mentee). This may be done by email or Microsoft Teams. Please note, this is not a limit of once per week – please contact if needed.

### **WHAT ABOUT THE PASTORAL PROGRAMME?**

There will be regular assemblies including Whole School, Key Stage and House, which will be posted to BAS TV and our other social media accounts. Many of the main PSHE topics and themes relevant at this time including online safety, mental health, wellbeing, personal health and hygiene are available as resources in the 'Working from Home' folder on Firefly. The 6th form PSHE programme will continue to operate virtually. Contact will also continue to be made weekly by form tutors.

### **WHAT ABOUT BOARDERS?**

Boarders are an important part of the Battle Abbey School family and many are still living in the school. They will continue to be in contact with Mr Perry and the relevant teachers and pastoral staff on a daily basis. If there are any difficulties due to travel, time zones or accessing the technology, please contact either Mr Perry or tutor. We very much look forward to welcoming boarders back and will liaise with you as UK government guidance changes.

### **WHAT ABOUT HEADS OF HOUSE, BRONZES AND GUARDIANS?**

Heads of House, Bronzes and Guardians will remain in post as usual.



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## **WHAT SHOULD I DO IF MY CHILD IS NOT ABLE TO ATTEND LESSONS?**

If your child is going to be absent from online lessons please notify the main office on [attendance@battleabbeysschool.com](mailto:attendance@battleabbeysschool.com) as you would so normally. This applies to full or part day absence.

## **EXTRA CURRICULUM AND SCHOOL EVENTS**

### **WHAT ABOUT EXTRA CURRICULAR ACTIVITIES?**

We are in the process of collating extra-curricular activities appropriate to our students, which will come out shortly. We want to establish a balance between enriching the children and giving them time away from the computer. The PE Department have organised activities for Years 7-10.

### **WHAT ABOUT FUTURE SCHOOL EVENTS?**

A fortnightly calendar will continue to be issued. Many activities can proceed such as Parents' Consultations because these are already held online.

### **WHAT ABOUT ASSEMBLIES?**

The assembly programme will continue to run. This will consist of Whole School Assemblies' on Mondays, House or Key Stage Assemblies on Wednesdays and Sixth Form enrichment once per week.

### **WHAT ABOUT EXAMS?**

Public examinations such as the Maths iGCSE and BTEC will proceed with enhanced Covid-19 precautions. Mr Austen-White will update these groups. Given the most recent government announcement on the cancellation of examinations, it is more important than ever for students to continue to attend lessons, work hard and submit good quality work so we may gather evidence to support any grades we are required to submit to the exam boards.

## **TEACHING AND LEARNING**

### **WILL WORK BE SET BY TEACHERS?**

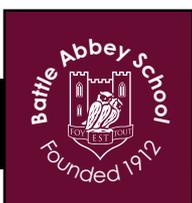
Yes, work will be set (though less than normal for students in Years 7, 8 & 9). This will either come via Firefly, email or set during an online lesson. Instructions will be given on when and how completed work will be returned by students. It is important that students meet the deadlines set.

### **WILL WORK BE MARKED BY TEACHERS?**

Yes, the usual BAS marking policy will be in operation. Feedback may be verbal, or as a separate commentary dependent on the work set.

### **WILL LESSONS TAKE PLACE AT THE SAME TIME AS THE TIMETABLE?**

Where possible the timetable will be followed. However, like the rest of the nation teachers may be caring for children or other members of their families so may provide work and follow up at different times.



### **WHAT SHOULD I EXPECT MY CHILDREN TO DO DURING AN ONLINE LESSON?**

Each online lesson may look slightly different (more below). The actual nature of the lesson may depend upon many things such as the age of the child, size of class, subject matter being studied and so forth. However, it is expected that your child completes the work set to the best of their ability, interacts with the teacher as instructed and does not disturb other students.

### **HOW DOES MY CHILD CREATE AN EFFECTIVE WORKING ENVIRONMENT?**

The key here is to minimise distractions – the mobile phone being a key one! Also, create a nice clear space with good light and take regular breaks following a timetable. More guidance for Key Stage 3 will be issued by Mr Austen-White.

### **WHAT IS 'GOOD BEHAVIOUR' IN AN ONLINE LESSON?**

Like any lesson, good behaviour is being respectful, polite and hard working. Any students repeatedly distracting the teacher or other students in the lesson will be asked to 'leave' the class and parents will be informed. This is the same for any other disrespectful behaviour.

### **WHAT DOES A MICROSOFT TEAMS LESSON LOOK LIKE?**

This will vary according to the nature of the lesson. Students should turn their camera off. There may be many students 'present' in the lesson so they should only speak when addressed, unless they have a pertinent question. There is the option to type a question/response and teachers are increasingly using this function. Some lessons may be 'chunked' so that smaller groups of students are dealt with whilst others are carrying on with the task.

### **WILL EVERY LESSON BE ON MICROSOFT TEAMS?**

No, sometimes work will be set via other formats such as a pre-recorded video or task sheet with email follow up. Every lesson with direct interaction between students and teachers will be by Microsoft Teams.

### **WHY MICROSOFT TEAMS?**

There are several alternative systems, however having thoroughly investigated the best platform Microsoft Teams is robust, passes stringent safeguarding standards and works seamlessly with the current school system. This will be continually assessed.

### **WILL MY CHILD CONTINUE TO RECEIVE LEARNING SUPPORT?**

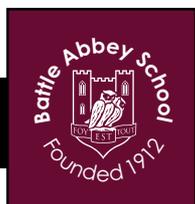
SEN lessons are continuing via Teams but may be subject to a revised timetable.

### **WILL MY CHILD CONTINUE TO RECEIVE ADDITIONAL LANGUAGE LESSONS?**

EAL lessons are continuing via Teams but may be subject to a revised timetable.

### **WILL THERE BE SUMMER EXAMS, REPORTS AND PARENTS' CONSULTATIONS FOR CHILDREN IN OTHER YEARS?**

Yes, we are running the school as normally as conditions permit. Public exams have been cancelled, but we will need to gather evidence to support any grades that we need to submit. Mr Austen-White will update when we receive further information from the exam boards.



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