



Fulford School

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Remote Learning Provision

Remote learning will be available for all pupils in Years 7 to 13. This will take place via Microsoft TEAMS for all subjects except core PE and Personal Development; links to the relevant work for these two subjects can be found on the school website.

Tutor time will run on a Monday and Friday from 08:45 - 09:00. Form time is an important part of the school week and it will ensure the pastoral link and support is at the forefront of everything we are planning. On Tuesday to Thursday pupils will not be asked to join their tutor group. Two assemblies will be posted weekly on Class Charts for pupils to access.

Pupils will follow their normal timetable for accessing lessons. Pupils are expected to join their Team meeting at the beginning of their lesson. A register will be taken to ensure that pupils attend the session. All resources needed for lessons will be accessible within Teams or sometimes via Class Charts if indicated by the teacher leading the lesson.

Please be aware that the provision is subject to change. Any changes will be communicated with pupils and parents.

If a teacher is absent for whatever reason, an announcement will be made on Class Charts which will alert students to the name of the absent teacher. Students then need to look on both Class Charts and Teams to see what cover work has been set. If the teacher is able to, they may set the work in Teams, but if they are unable to set work, the Curriculum Leader for the subject will set something via Class Charts. We ask that students check both places to see what work is there. Please be patient and flexible as we may not be able to set work if there is a sudden absence from school. If you have any concerns about a missed lesson, please contact school.

Rewards and sanctions will continue to be applied through class charts. Serious breaches of behaviour may result in further sanctions being applied. In particular, failure to follow the rules with inappropriate chat and unmuting, as shown in the updated Teams Lessons guide below.

Teams Lessons – process and expectations

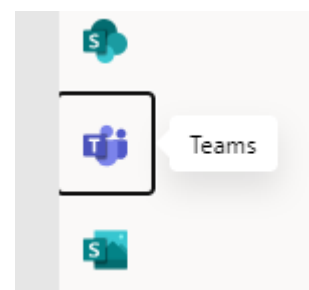
If you are accessing a Teams lesson at home:

Before the Lesson

- Wear clothing that is appropriate for school. No pyjamas.
- Try to find a quiet place where you will not be interrupted, avoiding busy places like the kitchen and find a space where the background behind you is as plain as possible.
- Let the people you live with know that you have a Teams lesson in order to minimise disturbances.
- Make sure you have space around you to rest on as you will be making notes.
- Make sure you have the subject textbooks if you have them and exercise books/paper as well as pens.

Accessing the Lesson

- You need to have access to the internet and you need to log on to office.com to access your Microsoft Office 365 account. Go to Teams using the icon as shown. You can also download the app.
- When you have a lesson, click on the icon for the class you are supposed to be in. The teacher will start a 'Meet' which will show up as a meeting to 'Join'. Click 'Join' and then wait until your teacher appears.
- Your lessons will be happening when your normal timetabled lesson would be. Please be patient and give your teacher time to log in and set up the technology they will be using.
- Lessons can be accessed through phones, tablets, laptops or computers. We recommend, where possible that you try to avoid using a phone to access the lesson due to the reduced functionality that this gives.



During the Lesson

- Be yourself, respect others and conduct yourself as if you were in a lesson in school.
- If it hasn't happened automatically, please make sure you are muted when you join. Your teacher will ask you to unmute when needed. Do not unmute unless asked to.
- The 'chat' facility may be used by the teacher to share thoughts. When using this, or any other aspect of Teams, think before you write anything down and only use it when instructed to.
- Use the 'raise your hand' feature if you want to ask a question. Lower hand when you need to.
- Listen carefully to the teacher's instructions and follow them. Use this as an opportunity to build on your learning and clarify any issues.

Common Questions

1. Do I have to attend these sessions?

Attendance at these sessions is compulsory unless you are ill and a parent/carer has contacted school.

2. What happens if I cannot make the session as I'm doing something else?

You are expected to follow your school timetable and to schedule lunch and other activities into times which don't clash with lessons.

3. If I attend the session, do I need to do the work set on Class charts?

You will need to complete any work directed to you by your teacher in Teams and the resources for the lesson will be set via Teams (or Class Charts if notified by your teacher).

4. Are you taking a register?

Yes – we will be keeping a list of who has attended these sessions.



The South York Multi-Academy Trust.

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