



**St. Ignatius**  
CATHOLIC SCHOOL

# Secondary School Web-based Learning Guide

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MARCH 2020

## **School Mission**

St. Ignatius Catholic School nurtures the spiritual, academic, social and personal development of every student in a supportive Catholic atmosphere which welcomes and embraces all denominations.

## **How Will My Child Continue to be Educated While the School is Closed?**

While the school is closed, all of our Secondary students will be provided with planned and structured learning opportunities designed to support their continued academic progress and achievement in each of their subjects and curriculum areas.

This will be done through a combination of:

- Online web-based ‘virtual’ learning
- Work set on the Everest platform
- Physical resources provided in the individual student Learning Packs distributed to parents.

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## **Online Web-based ‘Virtual’ Learning**

There are many advantages associated with this type of learning:

- When used, video and audio links simulate the physical classroom environment, meaning that students can continue to flourish under the expert tuition of staff who know their strengths and areas for development.
- Through recorded video instruction, as well as other online resources, students can take ownership of their learning at their own pace, thereby removing anxiety and allowing time for them to process information, consolidate any elements of a lesson of which they may be unsure, and ensure that they understand fully what is being taught.
- Students will have access to a wealth of educational resources, including those from previous lessons.
- Students will be able to submit their work electronically and receive feedback from their teacher in a variety of ways to support their on-going learning and progress.

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## **How Will It Work?**

In addition to using the resources provided in the Student Learning Packs, and where considered appropriate for the most effective learning to take place in that subject, teachers may decide to use one or more of the online tools below to meet the learning needs of the student/s in their subject. In such cases, the students will be provided with information and guidance on how to access these, however the process should be relatively simple.

### **General**

- **Zoom** (<https://zoom.us/>) will serve as our Virtual Classroom. This works in the same way as Skype or Facetime and allows teachers to deliver lessons to students watching remotely.
- **GoFormative.com** (<https://goformative.com/>) may be used for testing and marking work.

- **Class OneNote** (<https://www.onenote.com>) will be used in Science and may be used in other subjects. This web-based learning platform will allow teachers to distribute resources and lessons to each student's personal Class Notebook.
- **Seneca** (<https://www.senecalearning.com>) may be used for students in Years 10-13. This will allow students to consolidate and assess their understanding of key course concepts in several CIE subjects.

### Subject-specific websites

Where subjects have access to appropriate web-based resources which work for their subjects and examination specifications, they will also use these to support students' learning and progress. Examples would include the following:

- **Mathematics:** <https://corbettmaths.com>; <http://mathswatch.com>; <https://www.myimaths.com/>
- **Science** – YouTube clips; <https://www.tassomai.com/>
- **Religious Education:** GCSE students - <https://www.bbc.co.uk/bitesize/examspecs/z3xvfcw>
- **Spanish and French** - <https://www.languagenut.com>; <https://flipgrid.com>
- **Business and Accounting** - <https://socrative.com/>
- **History** - You tube clips; <https://www.history.com/> <http://johndclare.net/>
- **Geography** – BBC Bitesize: <https://www.bbc.co.uk/bitesize/levels/z4kw2hv>; Geography online games: <https://online.seterra.com/en/vgp/3007>
- **Computing and Computer Science** – Mr. Levin's FantasyLearning.net website
- **Art** - <https://www.webanywhere.co.uk/education/teaching-resources/all-ages/art>; <https://www.studentartguide.com/>
- **Drama** - <https://www.digitaltheatreplus.com>
- **Physical Education** - GCSE PE <https://www.bbc.co.uk/bitesize/subjects/znyb4wx>; AS and A2 PE revision support <https://revisionworld.com/a2-level-level-revision/physical-education-level-revision>

### **How Will my Child Know How to Access Web-based Learning?**

All information regarding on-going learning, such as any scheduled 'live' lessons on Zoom, work to be completed and the resources to be used, will be **set on the Everest platform** for students to access via their login. Information may also be included in the Student Learning Packs, along with the hard-copy resources to be used.

## **How Will my Child Know What Work Has Been Set by the Teacher?**

Your child's teachers have been asked to be as specific as possible with their instructions about the work to be completed, including guidance on the time that students should take to complete work, what work is to be marked and assessed and how/by when the students should submit it to the teacher.

Should a student be unable to access the Everest platform for any reason and does not have information on specific work set in their Student Learning Packs, a teacher may create a folder on the OneDrive and share this with the students via their school email account, if required.

## **How Can I or My Child Contact the School If There Are Any Problems Accessing the Everest Platform or with Web-based Learning?**

If your child is not able to gain access to **Everest**, they must complete the Technical form below, selecting the option 'Technical':

[Technical Support](#)

Alternatively, your child can email [mick.whyte@st-ignatius.com](mailto:mick.whyte@st-ignatius.com) and place the issue they are facing in the subject line of the email.

If your child is finding it challenging with a particular program such as Zoom, they must complete the Technical form above, selecting the option 'How Do I'.

If your child is facing problems with a subject specific website or app, they should first communicate this to their subject teachers.

## **How Can I or My Child Contact the School or a Teacher If There Are Any Problems with my Child Completing Set Work?**

This is key and a very important part of web-based learning.

Parents and staff are encouraged to communicate with each other, and we will endeavour to keep you informed of developments and answer your questions.

However, please note that your child's teachers and form tutor, as is the case during a normal school day, will be monitoring the online learning and work completion of your child throughout the day, as well as preparing lessons and resources for future lessons/activities. In addition, they will be marking and providing feedback to students, as well completing the many other daily duties of a subject teacher or form tutor.

Whilst our staff will try to help by responding to emails, please note that at this time, you might not get an immediate response.

**Between the hours of 8am and 3.30pm, teachers will be working on preparing lessons and responding to children’s learning needs.**

Typically, our staff will aim to communicate with parents as quickly as possible during these exceptional circumstances, and it is hoped that your child’s form tutor will be able to contact your child or send a tutor message to your child and the others in the tutor group before the end of this week. We ask for our parents’ patience and understanding of this.

### **Student Support with Mr. Pride**

Should any students require support during the period that the school is closed then they may contact Mr. Pride by email initially at [Daniel.Pride@st-ignatius.com](mailto:Daniel.Pride@st-ignatius.com) during school hours. Should it be required, Mr. Pride will communicate with the student via Zoom.

If a parent has a concern about their child’s welfare, then they may also email Mr. Pride directly.

### **How Will the School Record My Child’s Attendance?**

- All students are expected to ‘attend’ each day while the school is closed. The school will maintain attendance records and students will initially be recorded by the school as being ‘Educated Off-Site’.
- Students will demonstrate their ‘attendance’ through their expected participation and engagement with completing the work and activities set by their teacher. This will include staying in communication where required, participating in any online learning activities as well as completing work set by their teachers, as per the daily/weekly timetable of subjects that they have.
- Parents will need to notify the school, either through the general email or their child’s tutor if their child is unable to participate in learning activities on a given day e.g. due to sickness or other circumstances. In this case, attendance will be considered to be the equivalent to the student having an authorized absence and their attendance will be recorded accordingly.
- If it is noted by subject teachers that a student is not ‘attending’ through their lack of participation and engagement in online learning activities or the completion of set work across subjects on a given day/s, then the school will follow up with parents, either through the subject teacher, tutor or Head of Year. Further to the above, the school will then consider the status of the student’s attendance on specific days and how this will be

recorded e.g. i.e. 'present' or 'absent' and, if 'absent', if this is to be considered 'authorized' or 'unauthorized'.

## **Schedule for the first 3 days: Wednesday 18<sup>th</sup> – Friday - 20<sup>th</sup> March 2020**

### **Arrangements for Years 7-9:**

#### **What Lessons and Work will my Child Have?**

To support their gradual transition into the process, our Years 7-9 students will initially only be set work for the lessons they will have on Wednesday, Thursday and Friday this week. The subject work will be set on the morning of each day they have a subject lesson.

Details of the work will be **set on the Everest platform** and will include very specific instructions and information to help the students complete the work successfully, including how long they should spend completing the work.

Please note that it is not intended that the work will take any longer to complete than the regular duration of the lesson.

#### **When Will My Child Need to Return the Work to his/her Teacher?**

The work that students in Years 7-9 complete this week does not need to be submitted in the first few days. Subject teachers will ask students to submit this week's work along with the subject work that they complete next week.

The teachers will let the students know when that is and how they submit it via the Everest platform, however typically all work set will be given one week for completion and submission.

#### **Will All of my Child's Work be Marked and Assessed/Graded?**

No. Some of the work that students complete will be for note-taking purposes while some will be marked and given appropriate feedback and/or graded. The students will be given clear instructions and guidance on this by subject teachers when the work is set on the Everest platform.

#### **Will My Child Also Get Additional 'Homework'?**

While we begin web-based learning and evaluate and seek feedback on these new arrangements, please note that there will not be 'homework' that is set in addition to 'classwork'. As we proceed,

any additional ‘homework’ for Years 7-9 will be gradually combined with the ‘classwork’ they receive.

### **Arrangements for Years 10-13**

Students in Years 10-13 are expected to be able to manage their subject work completion more independently than the younger students, especially as they are studying for examination courses.

As such, Years 10-13 students will be set work in each subject on the mornings that they have a class, which for some subjects may be for the remainder of this week.

Any work set this week will not need to be submitted until next week. Instructions on what is to be completed, if/how it will be marked and assessed and the deadline for submission will be included in the teachers’ instructions when the work is set on the Everest platform.

### **Schedule for the week beginning Monday March 23<sup>rd</sup>, 2020**

#### **Years 7-9**

Please be reassured that students will not receive all of their work for each subject on Monday March 23<sup>rd</sup>. Subject work will be set on the Everest platform on the first day that the subject lesson would normally take place during that week.

For example, if your child's first English lesson is on a Tuesday, they will receive all of the week’s learning for English on Tuesday morning via Everest.

Students will be informed when to complete and submit this work by their teacher (along with the previous week’s work).

As stated, you should expect all work set to be due the following week (7 days) from when it was originally set.

#### **Years 10-13**

Students will be set subject work for the week ahead on the Everest platform and this will include all relevant instructions and information required for completion and submission.

### **Will My Child be Having Live Video Lessons on Zoom for All Subjects and When Will They Be Scheduled?**

Subject teachers will consider and determine the appropriateness of conducting 'live' (as opposed to pre-recorded) video lessons with their students, in comparison to using other means of ensuring on-going learning and progress. This may depend on the nature of the work to be covered and the year group. As such, students may or may not have 'live' video lessons on Zoom in a subject.

If it is determined that it is appropriate and beneficial, the vast majority of any 'live' video lessons that take place will be scheduled at the time that your child normally has a lesson in their regular timetable. Instructions regarding this will be provided by teachers in advance on the Everest platform.

All students are expected to 'attend' and participate in pre-arranged live video lessons, unless parents have indicated that they are sick/unable to participate or because technical issues that have already been flagged have not yet been resolved.

Where they consider it appropriate, a teacher may choose to record live video lessons and upload these to the Everest platform for students to refer to later; however, this may not always be possible and should not be expected at this stage. As such, we ask parents to reinforce with their child/ren the importance of 'attending' any pre-scheduled live video lessons.

Very occasionally, it may be necessary for a live video lesson to be scheduled at a different time to the regular subject timetable slot. If this is the case, your child's subject teacher will coordinate this with your child's other teachers to ensure there is no clash or conflict of schedule. The teacher would then inform the students on the Everest platform and provide the necessary instructions.

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### **Schedule for the week beginning Monday March 30<sup>th</sup>, 2020**

All Year 7-13 students should anticipate that the arrangements for lessons will follow the arrangements of the previous week unless stated otherwise; however we intend to monitor, review and evaluate our web-based learning provision from Wednesday March 18<sup>th</sup> - Friday March 27<sup>th</sup> so that we can continue to provide the best quality teaching and learning for our students We will provide parents with information on how parent/student feedback may inform this evaluation.