



**RICHARD
TAUNTON**
Sixth Form College

REMOTE LEARNING

A GUIDE FOR PARENTS



During this national lockdown, we are working as hard as we can to ensure that your young person is supported in their learning and receives the same high quality education that they would if college were open.

We recognise that students and staff are working under difficult conditions, and these FAQs set out what you can expect from our remote learning offer, what our expectations of students are, and how you can best support your young person to study from home.

REMOTE LEARNING FAQs

HOW WILL LESSONS BE DELIVERED AND ACCESSED?

Lessons will be delivered using Zoom, and will take place at the same time as normal lessons in college.

Students will be sent an invite from their teacher via their college email and will also be made available in the relevant Google Classroom.

WHAT HAPPENS IF MY YOUNG PERSON HAS DIFFICULTY ENTERING THE ONLINE LESSON?

They can email their teacher to let them know if they are having trouble getting onto the call. If they log onto their college email and type in the surname of the teacher, their email address should appear in the address bar automatically. Alternatively, they can press the address book icon and search for their teacher's name.

If students have repeated problems logging on, or experience other technical issues, they can contact the IT helpdesk by sending an email to helpdesk@richardtaunton.ac.uk

WHAT WILL ONLINE LESSONS BE LIKE?

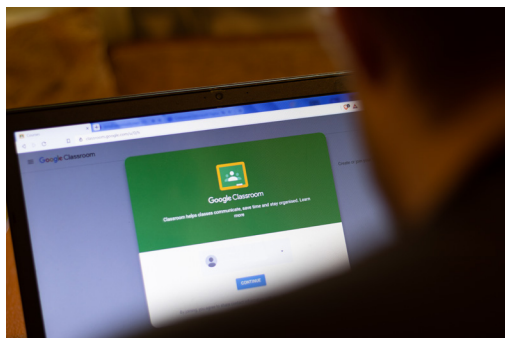
We aim to make online lessons as similar as possible to lessons in the classroom. Lessons will be the normal length, and will include some activities led by the teacher and some interactive work such as discussion, question and answer sessions or group work in 'breakout' rooms.

Some of the time in lessons will be spent on independent work as would be the case in class, and students might remain logged on or log off for a period of time whilst completing this.

During the normal lesson time, students will always have access to support from their teacher. The teacher will explain how students can access this, but it might be via the chat function on Zoom, via email, or via the message facility on Google classroom. The student may have to wait a short while if the teacher is dealing with another student.

HOW WILL WORK BE MARKED?

Work will normally be submitted and marked on Google Classroom. Some teachers may use other methods, for example asking students to send in a photograph or scanned copy of a visual document.



HOW OFTEN WILL STUDENTS GET FEEDBACK?

Students will receive feedback at least once a week via Google classroom. Students are expected to keep their own record of this feedback.

WHAT EQUIPMENT WILL STUDENTS NEED FOR ONLINE LESSONS?

Students will need access to their own device which can run Zoom. Ideally, they should also be able to complete basic documents on this device, for example using Microsoft Office or Google docs.

Students will also need resources usually used in lessons, for example they may need a pen and paper to take notes, a calculator for Maths lessons or a copy of their set text for English lessons. Teachers will try as far as possible to make worksheets and other class resources available online so that students do not need to print these out.

WHAT IF STUDENTS ARE DOING A PRACTICAL SUBJECT OR NEED SPECIALIST EQUIPMENT?

Students who are completing courses that require specialist equipment or facilities face extra challenges working from home. We will try to support them in different ways, which might include:

- Loaning out specialist equipment for use at home
- Helping to install specialist software for use at home
- Changing the order that courses are taught in so that practical elements happen later in the year when we return to college.

WHAT ARE THE EXPECTATIONS FOR STUDENTS?

We ask students to refer to our [Online Learning Expectations](#) and to abide by these when partaking in their online sessions. This includes attending lessons regularly and promptly, and behaving in the same way we would expect of them in college.

HOW DO I ACCESS ADDITIONAL SUPPORT DURING LOCKDOWN?

We recognise that lockdown is a very challenging time for many people in our college community. You and your family may be facing practical, financial or emotional challenges. We will do everything we can to help you through these difficult times. Please contact studserv@richardtaunton.ac.uk for information on how to access additional support.

SUMMER EXAMS ARE CANCELLED – HOW WILL MY YOUNG PERSON BE GIVEN GRADES FOR THEIR COURSES?

The government have confirmed that they have cancelled A level and GCSE exams this summer. Almost all vocational exams have also now been cancelled this academic year, with a few exceptions.

At this time we have received no guidance on how grades will be awarded other than that they will be based on teacher assessments. We are ensuring that all students can show clear evidence of their performance throughout the course. This includes any coursework or exam units already completed, class work, mock exams and assessments completed as part of the course. The work that students are undertaking during lockdown will form an important part of this evidence and for this reason, it is really important that students keep attending and engaging. What they do now may well influence their final grade.

USEFUL LINKS

[RTSFC Remote Learning Framework](#)

[Expectations of Students](#)

[Logging on to Google Classroom on an XBOX or Playstation](#)

[Parent Portal Login](#)

[Guide to using the Parent Portal](#)

USEFUL CONTACTS

Student services

studserv@richardtaunton.ac.uk

MIS (for Parent Portal login issues)

mis@lighthouselearningtrust.ac.uk


! TOP TIPS

FOR SUPPORTING YOUR YOUNG PERSON TO LEARN SUCCESSFULLY AT HOME

- Ensure that where possible, they have a quiet and comfortable space to work
- Encourage them to keep to a normal routine, getting up and getting dressed, and eating so that they can log on in good time
- Check their timetable so that you can make sure they are not missing lessons. You can access your young person's timetable via the Parent Portal
- Encourage them to ask for help if they are struggling
- The college can provide both academic and personal support remotely. Email your young person's tutor or Student Services to ask for help
- Ask them about the work they have been doing



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