

*Covid-19 has presented our school community with many challenges and we recognise that the prospect of our students having to work remotely from home may be difficult for our students and families to adjust to.*

*As a community, we are all learning how to do things differently for a while. Across the RGTS community, there is a wide range of comfort with technology. Even the most digitally-savvy young people may struggle with the educational technology that we have put in place. This is uncharted territory for us all but we must support each other to ensure the best outcome for our young people. The guidance below will help support parents/carers in constructing a positive Remote Home Learning environment for their child/children.*

## 1. Manage stress and Promoting Wellbeing

We are going through a time of major upheaval to our normal routines and ways of life and there is a great deal of anxiety in the world right now. Emotions may be running high and children may be worried or fearful. Parents/Carers may be stressed too and children are often keenly aware of trouble. Children benefit when they get age-appropriate factual information and ongoing reassurance from trusted adults. Websites that provide this are:

<https://www.rcpch.ac.uk/resources/covid-19-resources-parents-carers>

<https://youngminds.org.uk/find-help/for-parents/supporting-your-child-during-the-coronavirus-pandemic/>

## 2. Establish routines and expectations

It is important to develop good habits from the start. As a school, we will be delivering lessons live in line with your child's normal school timetable. With that in mind, it is worth noting the times of the school day, particularly the times where there will be lessons and where there will be allocated breaks. We have a blank timetable template that you may wish to use and put up on your fridge to help as a visual reminder of your child's schedule.

## 3. Having an appropriate workspace

Your family's regular learning space for occasional homework might not work for extended periods. Set up a physical location that is dedicated to school-focused activities. Make sure it is quiet, free from distractions and has a good internet connection. Make sure your child has access to basic stationery resources that they may need throughout the day: pens, pencils, paper. Make sure an adult monitors online learning. Keep doors open, and practise good digital safety.

## 4. Keeping in touch

Teachers will mainly be communicating regularly through MS Teams and Satchel One. Live lesson times will be available via Satchel One. Form tutors and HOYs are also available by MS Teams chat or via email. If you do not have the email address of a teacher, you can contact our reception team via [info@rgtrustschool.net](mailto:info@rgtrustschool.net), who will be able to assist you

## 5. Help students "own" their learning

No one expects parents/carers to be full-time teachers or to be educational and content-matter experts. Provide support and encouragement, and expect your children to do their part. Struggling is allowed and encouraged! Don't help too much. Becoming independent takes lots of practice.

If you do want to know more about the curriculum and what is being taught, please note that guides to each of our subjects are available on the school website <https://www.rgtrustschool.net/secondary/curriculum>. These guides do signpost your child to additional websites and books that will aid their learning.

If you do face any issues during this home learning period, RGTS teachers and support staff are on hand to help. Please see below the contact details of the relevant departments, as well as the school's revised opening hours.

**School Revised Opening Hours:** 9am – 3.00pm

**School Contact Telephone:** 020 8312 5498

**General enquiries or assistance:** [info@rgtrustschool.net](mailto:info@rgtrustschool.net)

**Issues accessing online platforms:** [it-support@rgtrustschool.net](mailto:it-support@rgtrustschool.net)

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| 2. Establishing routes and expectations    | 7. Establish times for quiet reflection     |
| 3. Having the appropriate workspace        | 8. Encouraging physical activity            |
| 4. Keeping in touch                        | 9. Monitoring screen time                   |
| 5. Help students 'own' their learning      | 10. Connect safely with friends and be kind |

## 6. Checking in during the day

**In the morning, you might ask...**

- What classes/subjects do you have today?
- How will you spend your time?
- What resources do you need?
- What can I do to help?

**At the end of the day, you might ask...**

- How far did you get in your learning tasks today?
- What did you discover? What was hard?
- What could we do to make tomorrow better?

These brief grounding conversations matter in checking that students can process instructions they have received from their teachers and in helping them organise themselves and set priorities – older students too. Not all students thrive in home learning; some struggle with too much independence or lack of structure. These check-in routines can help avoid later challenges and disappointments. They help students develop self-management and executive functions that are essential skills for life.

## 7. Establish times for quiet and reflection

For families with children of different ages and parents/carers who may also be unexpectedly working from home more often, it is good to build in some time for peace and quiet. Siblings may need to work in different rooms to avoid distraction. Many families will need to negotiate access to devices, priorities for wi-fi bandwidth and schedules throughout the day

## 8. Encourage physical activity and exercise

Living and working at home, we will all need some room to let off steam. Moving (independently and together as a family) is vital to health, wellbeing, and readiness for learning. It is a great opportunity to practise exercising "alone-together" with digital workouts and online instructors.

We also recommend getting fresh air and into the outdoors, even if it is just a short walk around the garden or a sit down on the balcony. Being able to have a short break outdoors will help to break up the day and improve your child's overall wellbeing.

## 9. Monitoring screen time

Remote Home Learning does not mean staring at computer screens for seven and half hours every day. Teachers will aim to build in variety, but it will require some trial and error before everyone finds a balance between online and close-space, offline learning experiences. Work together to find ways to prevent "down time" from becoming just more "screen time".

## 10. Connect safely with friends and be kind

We know that for some of our students, school is an important part of them seeing their friends and maintaining healthy relationships with their peers. Help your children maintain contact with friends, through social media and other online technologies, but ensure you monitor their usage. Make sure your child is polite, respectful and appropriate in their communications and that they follow school guidelines in their interactions with others.