



Prince Albert HIGH SCHOOL

Remote learning

As part of our mission to ensure that our pupils leave PA High with real options: to go to the best universities and pathways and succeed there we are committed to making sure they can still receive the best quality of education even when they are not in the school building with us. In the case that a child has symptoms of Covid- 19, they will have to remain at home whilst waiting for PCR results. It is crucial that their learning should continue if they are well. In cases where students are symptomatic or unwell and off school, they would not be expected to engage in home learning until they are able.

It's really important that, no matter why they are at home, our pupils keep up with their learning – education is the route to every success.

General expectations

- If pupils cannot attend school in person, unless they are sick, they are expected to complete all work set to the best of their ability.
- The school day begins at **8:30am**. If any pupil is learning from home, they need to be up and ready to start by then. All home learners will follow their normal timetable for the day.
- If they need to contact teachers, they can do so using email.
- Homework may be set as normal. Students are expected to complete this as they usually would and upload it to the 'Assignments' section of Microsoft Teams by the deadline set.

If students are learning from home, but the rest of your class is in school:

- A home learning pack will be set out to you.

If your whole class is learning from home:

- You will be added to a class 'Team', and you will use that team for all lessons and assignments.
- You are expected to be present for all lessons with your class, which will be online "live lessons".
- You will be required to take notes and complete activities neatly, using the same presentation that we expect in your exercise books.

We are committed to ensuring that our pupils can access online learning if they must isolate at home. This is the entitlement of your children. If parents/carers do not have a device for their child to use when remote learning, we have some devices that can be loaned to children self-isolating.



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Online learning conduct

Microsoft Teams will be our platform for all lessons, which can be accessed using laptops, tablets and smartphones. Unless otherwise stated, students will use Microsoft Teams exclusively for all lessons and to hand in all assignments. If, for specific lessons, pupils are required to use other apps or content this will be clearly communicated to you by the Head of Department for that subject.

Pupils will be expected to join all English, Maths, Science, History, Geography, Religious Studies, and Citizenship lessons, as well as form time and assemblies. Teachers for other subjects (Music, Art, DT, Languages, and PE) will communicate their expectations in advance of the lesson – it may be that they also expect pupils to join “live”, but they may have other tasks for pupils to complete if that is more appropriate. To help students manage their time whilst at home, class teachers will set up invites to that day’s lessons at the start of each day.

Expectations for class conduct online are the same as class conduct in lessons. When using Microsoft Teams:

- Arrive on time with all of your equipment
- Do not use any language that is disrespectful or inappropriate.
- Do not start conversations that are not relevant to the work.
- Complete all work, to the best of your ability, and submit any assignments and homework tasks on time.

If you have been asked to submit an assignment for marking and feedback, use the ‘Assignments’ function in Microsoft Teams. This is the only place work is uploaded – do not email work to your teachers. Teachers will be able to view and comment on all students’ work, but students will only see their own work and their own feedback comments. You can view all assignments in chronological order on the ‘Assignments’ feature of Microsoft Teams – this is where you will also find assignment deadlines, and whether there is any outstanding work to upload.

Student illness

We expect all students to keep up with their home learning, with the exception of illness. If students themselves are unwell, they are not expected to engage in home learning. In this case, please call the school office to report illness as you usually would.

Contacts

If you need to contact any teacher for any reason, you can find their email addresses below:

Ms R Afzal (Head of School)
Ms V Smith (Deputy Head)
Ms H Worrall (Class teacher – 7Sin1, Teacher of Maths)
Ms E Murphy (Class teacher – 7Sin2, Teacher of Maths)

r.afzal@the-pact.co.uk
v.smith@pahigh.co.uk
h.worrall@pahigh.co.uk
e.murphy@pahigh.co.uk



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m.hussain@pahigh.co.uk

Ms M Hussain (Class teacher – 7Hen3, Head of English)

r.ashraf@pahigh.co.uk

Ms R Ashraf (Class teacher – 7Hen4)

a.griffiths@pahigh.co.uk

Ms A Griffiths (Class teacher – 7Sul5, Subject Lead - History)

m.howes@pahigh.co.uk

Ms M Howes (Class teacher – 7Sul6, Subject Lead

Geography)

a.tatton@pahigh.co.uk

Mr A Tatton (Head of PE)

s.frances@pahigh.co.uk

Ms S Frances (Subject Lead - Art)

d.harris@pahigh.co.uk

Mr D Harris (Subject Lead - Music)

s.johnson@pahigh.co.uk

Ms S Johnson (Leader for Culture, Ethos, and Citizenship)

School office

enquiry@pahigh.co.uk

Please be aware that staff will not reply to emails outside of school hours and will do so during the next working day. Teachers also cannot reply to emails whilst they are teaching.

Parents/carers

If you are a parent or carer with a child learning from home, we appreciate the additional task of supporting your child in learning from home can feel daunting. These straightforward steps should help you (and us!) keep your child learning:

- Email or phone the school office within 24 hours if your child cannot access Microsoft Teams, does not have a device to learn with, or needs a new password.
- Make sure your child is ready to start learning at **8:30am** – it's a normal school day, they're just at home!
- At the beginning of each day, ask your child what lessons they have – remember, they will be following their normal school timetable.
- At the end of each day, sit with your child and review their assignments and lessons – have they attended all lessons, done all classwork, and handed in all assignments due that day?
- If your child is unwell, call the school office and report the illness as you usually would.

The school will contact you in the event that your child does not engage with their school work during the day (and you have not told us that they are ill). This is primarily a wellbeing call to ensure all is okay, and make sure you and your child have everything you need for successful home learning.