



SHIRLEY HIGH SCHOOL PERFORMING ARTS COLLEGE

Remote Learning Protocols

Our Vision:

To develop aspirational learners who strive for excellence academically, creatively and culturally, benefitting from a wide range of opportunities led by inspirational educators.

The following document outlines remote learning protocols for staff, learners and parents/carers. Please note that the protocols listed below are not exhaustive.

Staff are responsible for:

- Adhering to the staff code of conduct, The Remote Learning policy and all other policies at all times.
- Reporting any safeguarding incidents to the Designated Safeguarding Lead, Ms Francis, Senior Vice Principal with responsibility for pastoral and asking for guidance as appropriate.
- Reporting any remote learning dangers or potential remote learning dangers they identify, as well as any concerns they may have about remote learning, to Mr Nicholson, Associate Vice Principal with responsibility for remote learning.
- Uploading lessons and teaching materials to Google Classrooms for learners to access.

Learners are responsible for:

- Adhering to the expectations and Behaviour policy of the school at all times. Anyone misbehaving (e.g. posting inappropriate comments or images) will be dealt with in accordance with our Behaviour policy.
- Notifying a responsible adult if they are feeling unwell or are unable to complete the schoolwork they have been set.
- Logging into Google Classrooms in preparation for their lessons.
- Maintaining the expectations of the Shirley Learning Journey while working remotely.
- Completing all set work and submitting it to the subject teacher by the requested deadline(s) by uploading it, scanning it in or taking a photograph of the work.

Parents/Carers are responsible for:

- Reporting any absence in line with the school's Attendance policy.
- Ensuring their child is available to learn remotely at the times specified by the school, and that the schoolwork set is completed on time and to the best of their child's ability.
- Reporting any technical issues to the school as soon as possible.

