

REMOTE LEARNING: THE NORTHOLT WAY

Northolt High School's preferred platform for remote learning is Google for Education. Learning materials will be published daily through Google Classroom and face-to-face contact will be done through Google Meet. Click [here](#) to access a training video about how to use Google Classroom and Google Meet.

USING GOOGLE CLASSROOM

The purpose of Google Classroom can include:

- ❑ Allowing teachers to share learning overviews and intentions with a class.
- ❑ Sharing lesson materials.
- ❑ Answering questions/queries to check understanding and learning.
- ❑ Assessing student learning and engagement, and providing feedback.

STUDENTS	TEACHERS	PARENTS/GUARDIANS
<ul style="list-style-type: none"> ❑ Students should log on to their Google Classroom using their school account. ❑ Students should complete their remote learning according to their usual timetable. ❑ Students should uphold and follow <i>The Northolt Way</i> at all times when in their Google Classroom. ❑ Students should use standard English when communicating in their Google Classroom. ❑ Students' comments must be relevant to learning. ❑ Students should contact their teacher(s) if they need to ask questions about their learning. ❑ Students should email help@northolthigh.org.uk or phone 020 8864 8544 if they cannot access their school Google account. ❑ Students should contact their teachers during school hours. 	<ul style="list-style-type: none"> ❑ Teachers will create lessons in-line with the school's curriculum maps and scheme of learning overviews. ❑ Teachers will begin each lesson with a Do Now activity called a 5-a-day which will recap prior learning. ❑ Teachers will use Learning Point(s) - to include a clear explanation of new content, delivered through video content and/or teacher explanations. ❑ Teachers will utilise <i>stretch</i> and <i>support</i> to develop learning and progress. ❑ Teachers will use a Google Form in each lesson to assess and track student learning and engagement. ❑ Teachers will provide feedback through online tools such as the chat function and Google Forms. ❑ Teachers will check that students are engaging in and completing their remote learning, intervening where necessary. 	<ul style="list-style-type: none"> ❑ Parents and guardians can support by ensuring students are ready to learn by 9.30 each morning. ❑ Parents and guardians can support by ensuring students follow their usual timetable. ❑ Parents and guardians can support by ensuring students catch-up with any missed learning. ❑ Parents and guardians can support by encouraging students to ask their teacher questions if they need help or are unsure about something. ❑ Parents and guardians can support student learning by asking questions. For example- <i>can you tell me three things that you have learnt from your history lesson today?</i> ❑ Parents and guardians can email help@northolthigh.org.uk or phone 020 8864 8544 for an queries about student learning.



USING GOOGLE MEET

The purpose of Google Meets can include:

- Allowing teachers to share learning overviews and intentions with a class.
- Exploring a key concept together.
- Checking understanding of key learning through learning checkpoints and questioning. .

STUDENTS	TEACHERS	PARENTS/GUARDIANS
<ul style="list-style-type: none"> <input type="checkbox"/> Students should join their Google Meet at the beginning of each timetabled lesson. <input type="checkbox"/> Students should mute themselves on entering a Google Meet. <input type="checkbox"/> Students should only unmute when the teacher asks them to. <input type="checkbox"/> Students should keep their cameras off. <input type="checkbox"/> Students should only share their screen when asked to do so by the teacher. <input type="checkbox"/> Students should follow <i>The Northolt Way</i>. <input type="checkbox"/> Students should use the 'raise hand' or chat function to ask the teacher a question. <input type="checkbox"/> Students should try to find a quiet space at home to take part in the Google Meet. <input type="checkbox"/> Students must always press the "leave call" button at the end of the Google Meet. <input type="checkbox"/> Students should discuss with their parents/guardians if they are comfortable switching on the camera function if requested to do so by the teacher. 	<ul style="list-style-type: none"> <input type="checkbox"/> Google Meet sessions will be led by the teacher. <input type="checkbox"/> Teachers will ensure that students mute themselves. <input type="checkbox"/> Teachers will make it clear that students must follow <i>The Northolt Way</i> at the beginning of the Google Meet. <input type="checkbox"/> Teachers should hold the Google Meet in an appropriate place. <input type="checkbox"/> Teachers should blur their background during the Google Meet. <input type="checkbox"/> Teachers can request that students switch on their cameras but be sensitive to the fact that some students and families may not wish to do so. <input type="checkbox"/> Teachers can remove any student failing to uphold <i>The Northolt Way</i>. <input type="checkbox"/> Teachers will post an announcement in the class stream if they are unable to host the Google Meet. 	<ul style="list-style-type: none"> <input type="checkbox"/> Parents and guardians can support by discussing with students whether or not students can switch on the video during a Google Meet. <input type="checkbox"/> Parents and guardians can support by ensuring students uphold <i>The Northolt Way of respect, pride and courage</i> whilst students are taking part in a Google Meet. <input type="checkbox"/> Parents and guardians can support by making sure students are ready to learn five minutes before the Google Meet is timetabled to take place. <input type="checkbox"/> Parents and guardians can support by making sure students login to their Google account every day. <input type="checkbox"/> Parents and guardians can support by contacting school if it is difficult to provide a quiet space for students to work as school could <i>potentially</i> offer a student place in school.