



## Teaching and Learning Scenarios for Parents/Staff/Students



We are working in an ever-changing context. Here is a guide to what students and their parents can expect teachers at Oaklands to be providing in a variety of scenarios that we might face this year.

If the teacher is...	...and the class is...	...then...
<b>If the teacher is not in school because they are self-isolating...</b>	...and the class is in school...	<p>...a voice-over PowerPoint may be made to be controlled by the covering teacher.</p> <p>This voice-over PowerPoint may include all the learning tasks for the week (or for a series of lessons). Alternatively, the lesson should be conducted through Teams by the class teacher with the aid of a covering teacher who will coordinate laptop / projector / speakers and monitor learning.</p> <p>KS5 students should sit in their timetabled rooms and access the timetabled session on their phones/devices.</p>
<b>If the teacher is not in school through illness...</b>	...and the class are in school...	...cover work will be set and the lesson will be taken by a covering teacher in the normal way.
<b>If the teacher is in school...</b>	...and the class is all off school because they are self-isolating... (i.e. if one class are all off)	<p>...the lesson will be conducted through Microsoft Teams at the appointed time on the timetable. The students can use their mobile phone/devices to access the Teams video and audio.</p> <p>At KS3 there might be a mixed approach if you have three or four lessons of one particular subject in a week; some tasks may be set (e.g. via Seneca/Kerboodle/online textbook/Teams) and these may be supported by some online sessions each week. Alternatively, a voice-over PowerPoint may be made and uploaded to Teams.</p>
<b>If the teacher is in school...</b>	... but the class are partially present and partially self-isolating... (e.g. half the class have been	<p>...then the teacher may:</p> <ul style="list-style-type: none"> <li>(a) adopt a hybrid model where the lesson is taught in the class but using a Microsoft Teams screen as 'the board'. The cameras/visuals can be turned off and students who are isolating can join the class via audio (remember that Teams has a subtitle function in the desktop version, too) – this will be the model for Y12 and Y13 lessons if they are told to self-isolate)</li> <li>(b) put the class work up on Teams so the isolating students can catch up with the learning. This may be more common at KS3</li> <li>(c) put the work on Teams (in the 'team' Files section). The students can submit it via Teams, if directed to</li> <li>(d) 'capture' some of the lesson using an audio file (e.g. via a phone 'Voice Memo') such as a couple of minutes of instructions/input and upload it to Teams</li> </ul>
<b>If the teacher is either at work, or at home self-isolating...</b>	...and all of one year group are not in school...	...the lesson(s) will be conducted through Teams – following the school timetable. The students can use their mobile phone/devices to access the Teams video and audio. Alternatively, a voice-over PowerPoint may be made covering tasks and the learning for the lesson/lesson sequence.

<p><b>If the teacher is either at home during lockdown or self-isolating, or at work...</b></p>	<p>...and all students are not in school...</p>	<p>...we will revert to the best practice gleaned from last year. KS3 students will be set work on Teams by classroom teachers and 'Teams Chat Q&amp;A' will be available for subjects after work has been set so Type 2 &amp; 4 Learners can progress. KS4 students will either have live lessons via Teams or voice-over PowerPoints: 'teaching' of material will take place rather than setting tasks without delivery. Y12 and Y13 lessons will be conducted via Teams. <b><i>(Live lessons will consist of a 25:75% live to Chat ratio with a live delivery lasting approx. 15 minutes. Live lesson protocols will be shared and followed by all staff.)</i></b></p>
<p><b>If the teacher is setting learning tasks or conducting lessons via Teams...</b></p>	<p>...but students are unwell at home...</p>	<p>...students should catch-up on the learning missed including viewing recordings of sessions (all recordings stay in Microsoft Teams for three weeks and can be downloaded by students and kept), the voice-over PowerPoint, and the set work, in a timescale agreed by the teacher and student</p>
<p><b>If the teacher is setting work online...</b></p>	<p>...but a student does not have access to online learning...</p>	<p>...paper copies of learning materials will be sent home for the isolation period.</p>