



GCS Remote Teaching & Learning Plan

January 2021.

GCS remote Teaching and Learning (T&L) plan is intended to apply to the current term of the school year 2020-21 in the event that the school remains closed as a result of Covid 19.

We recognise that school is a very important part of your son /daughters life, socially ,emotionally and academically.

Feedback from students and teachers on their experience of the last school closure together with guidance from the Dept of Education , has informed this remote learning plan for this term .

As parents do what is feasible in your own home circumstance.

We understand there are very difficult circumstances for a small number of families and we would be grateful in this instance if you would contact Mr Finn or the Year Head so we can make reasonable accommodations to support your son/daughter in their learning.

Why a Remote Learning Plan?

A Remote Learning Plan will enable us to,

- Stay connected with our students
- Facilitate teaching & learning
- Continue to prepare our students for inhouse exams
- Continue to prepare our students for state exams
- Keep the structure and routines of a school day

What will our plan look like ?

The remote Teaching & Learning plan has two components,

- Guidance for Teachers
- Guidance for Parents & Students

What has informed this T&L Plan?

1. Department of Education & Skills Document:

Guidance on Continuity of Schooling document 02.04.20

2. Guidance:

- Input from teacher focus group.
- Advice from Guidance Dept informed by interactions with students since school closed.
- Guidance from the ICT Dept.

3. Feedback:

Feedback from students and teachers on their experience from the last school closure

Note to students :

- Working online is a whole new challenge for everybody .
- We recognise that learning online can be stressful.
- We are asking you just to do your best and do what you can.
- Keep in touch with your Teachers, Class Tutor, Year Head or Guidance Counsellor and explain to them if you are having particular difficulties.
- The most important thing is, to stay in the routine of school and do what you can to hand in assignments given.

Structures for online schooling:

1. The School Timetable:

We will **follow the normal school timetable** .This means that students are expected to be present for learning during the normal school day.

Mon, Tues: 8.50am -3.50pm

Wed, Thurs, Fri: 8.50am -3.10pm

Following the school timetable will avoid overlap and a clash of classes.

Following the school timetable ensures students have a structure and routine to their day.

How will this work?

Teachers can be available for class during the time of the lesson in a variety of ways,

- **Teacher conducts online class**
- **Teacher is available at class time to answer queries or give feedback**

- **Teacher posts work /assignments on Teams or by email in time for class each day and students work independently during class time.**
- **Video recordings**
- **A combination of all the above**

In a small number of cases due to family /other commitments ,some teachers may need to send work outside of normal school hours. If work comes in after 3.50pm it can be left until the next day.

Teachers are working with students in the online classroom to ensure progression is made. As in regular class time, students are expected to catch up in the event of their absence from online work and assignments, as work will not be repeated at a later date.

2. Duration of Lessons:

Lessons in GCS are 40 minutes duration unless it is a double period. Students should give themselves enough time to log on at the start of the lesson and enough time to log out at the end, to enable them to log onto the next timetabled lesson on time.

3. Uploading Assignments:

Clear and concise tutorials and links designed to support the students on all aspects of MS Teams are available on the GCS website.

4. Monitoring by parents:

Parents are encouraged to monitor their child's progress, their application to work and oversee work which has been assigned.

Parents can keep themselves informed by regularly checking into their child's account on Teams.

5. Wellbeing:

Regular physical exercise and activity is vital to promote the physical and emotional wellbeing of students .Exercise or a physical activity could be undertaken during **timetabled PE classes** .

It is very natural and normal to feel anxious with the unusual and unfamiliar circumstances we all find ourselves in currently.

There are a range of supports available in the school for students to contact

- Guidance Counsellor assigned to the year group
- Year Head & Assistants
- SEN Dept & SNAs
- Principal & Deputy Principals
- Class Tutors
- Subject Teachers

Contact details for everybody above are available on the school Website.

Subject teachers can be contacted through Teams

ICT Support:

Another important and useful support for parents and students at this time is the ICT Dept headed by Mr Paul McCloskey ICT Co-ordinator and Mr. Wayne Dunne ICT Tech Support .

Mr McCloskey can be contacted at paulmccloskey@goreycs.ie

6. Leaving Certificate:

Guidance Counsellors are available and will be in direct and regular contact with their sixth year students. They will give guidance on how to go forward with your weekly routine in order to keep a steady pace and continue to make progress with their studies.

7. Junior Cycle:

In preparation for this Junior Cycle students should continue to keep a focus on their studies until the end of the School year .

Junior Cycle provides the academic foundation for the Leaving Certificate programme therefore it is essential that our 3rd yr students remain engaged and continue to work hard at their Junior Cycle programme.

8. Online learning device:

We recognise this can be a challenge for some families but if at all possible students should be encouraged to prioritise the use of a PC, Laptop, XBOX, PlayStation or other device in preference to a mobile phone whenever possible

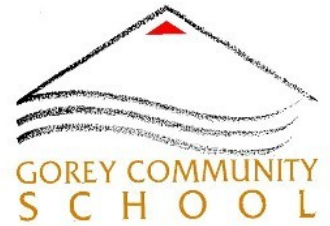
9. Online protocols :

Just as respectful behaviour is expected of all students during regular class time, the same level of behaviour and respect is expected of all students to enable teaching and learning to continue safely online.

Student Protocols for online learning have been produced and all students and parents/guardians are expected to read and follow these guidelines. Below is the student online learning protocol:

STUDENTS

Student protocol for online learning



ONLINE LEARNING

- All teacher/student contact should be through MS Teams.
- Some of your timetabled classes may not be live streamed; some may be self-directed learning, assignments, quizzes, evaluation feedback, recordings, PowerPoints, essays, gathering of resource materials (Blended Learning).
- Please check your MS Teams schedule daily for teacher notifications.
- Homework will continue as normal through 'Assignments' and or 'Class Notebook' on MS Teams
- Change your MS Teams Avatar/profile picture to a headshot as per a passport photo.

The rules of online learning

- Be on time for your classes.
- Students attending online classes through MS Teams are expected to dress appropriately and use the 'blur background setting' if available during live teaching sessions. (please note the 'Blur Background' option is only available on compatible devices)
- During online class microphones must always be muted unless otherwise directed by your teacher.
- DO NOT post comments during online class they are a distraction to others, interrupting students from learning and teachers from teaching.
- Students are not permitted to contact teachers outside of normal school hours, 8.30 am-5.00 pm, Monday to Friday, with the exception of uploading homework to MS Teams.
- During normal school opening, the classroom is the forum for asking teachers questions, either just before class begins,

during class or at the end of class. Therefore, if you have a question for you teacher do so at these times and not through MS Teams.

- Unless necessary students should not have hotspot/tethering switched on their phone, however if required it should be appropriately named.
- Students have a personal responsibility to catch up on classwork and or homework missed.
- Each student in GCS has signed and adopted the code of behaviour for the school. The code of behaviour emphasises respect and safety in the classroom and online to enable teachers to teach and students to learn.
- Sanctions will apply to Students who breach school rules. Students are at risk of being removed from MS Teams and other online teaching platforms being used by GCS if they are found to be engaging in any misconduct.
- Parents and others may not sit in on live lessons unless a prior arrangement has been made with the teacher for exceptional circumstances only such as supporting a student with additional needs to access the class and the curriculum.
- GCS MS. Teams platform and MS. Office 365 should only be used for schoolwork/business and should never be used for personal use.

Resources

For guides and tutorials on using Teams and online learning check out GCS Website

<https://www.goreycs.ie/virtualclassteams.html>

There are considerable subject online resources on GCS

Website <https://www.goreycs.ie/onlineresource.html>



Paul McCloskey GCS – ICT Coordinator & Web Admin'