

Remote Education Procedures

- Check in with Student
- Brief on days activities
- De brief on yesterday's work
- Schedule lessons for the day
- Calls before each lessons
- Attendance Calls

- If a student misses a call and we can't contact them for 2 days we will conduct a home visit.
- Students who have involvement with Children's services will have a weekly home visit.
- if students contact hours drop significantly an Intervention will take place – home visit / mentoring
- Any Safeguarding concerns will be reported through standard procedures.



Daily Phone calls

Lessons



Escalation Procedures



Tracking



- There will be daily lessons via zoom in line with our curriculum
- Workbooks will be sent to students along with stationary
- Homework and tasks will be set and checked daily by teachers and mentors
- If students cant access SMART devices a lesson via phone will take place
- If a student doesn't attend lessons the attendance officer will follow up with a call home.

- Welfare information will be sent to referral partners twice a week.
- Standard attendance reporting in place
- Engagement hours tracked with relevant intervention in place
- Mentoring tracking on School Pod system with SMART targets set
- Standard academic tracking will take place and be recorded accordingly.