**Remote Learning Policy**

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| Policy Reviewed: | Spring term 2025 |
| Next Review: | Spring Term 2026 |

**Remote Learning: The Approach**

The school approach to Remote Learning is to ensure that all students and staff are able to work remotely from home on any occasion that this may be required. This is achieved through Blended Learning Friday. Blended Learning Friday takes place twice during the academic year to ensure that it is effective. It may be calendared for a third time in the academic year as a further practice.

**Blended Learning Friday**

**Introduction**

Blended Learning Friday has been developed at Brook 6th Form & Academy in response to any National or local school closures.

As part of Blended Learning Friday the Academy is closed for one day. Students and staff are expected to work remotely from home (using TEAMS). The aim is to “practice” remote learning in preparation for any period of home learning and working during any National or local requirement for the school to close.

Additionally, Blended Learning Friday equips individual students to learn from home during periods of absence, when they are well enough to learn but unable to attend the school site. Staff are equally able to deliver from home during periods of absence, when they are able to deliver a lesson but unable to attend the school site. Other benefits include a whole school use of TEAMS as an additional teaching and learning tool.

It is also useful to note that some university courses, and apprenticeships, include an element of remote learning/working as part of a hybrid approach. Blended Learning Friday enables students to communicate confidently the strengths and limitations of “remote learning/working from home” at possible future interviews.

Following Blended Learning Friday, the Academy Leadership team evaluate the success of the day, and adjusts and make any necessary changes in preparation for any unexpected or planned school closure.

To facilitate Blended Learning Friday, all students have been provided with access to a laptop to enable them to actively engage with on-line teaching and learning.

**Format of the Day**

We have learnt from National school closures that students find on-line learning offers greater challenges than face-to-face learning, with many students becoming tired and distracted.

In order to ensure that students are fully engaged, and to ensure that effective learning takes place, on-line learning lessons will end at lunch time. Students may be set tasks by their subject teachers to complete independently in the afternoon.

**Registration and Form time**

This is an important time of day for students. It provides an opportunity for students to discuss their general health and well-being with their Form tutor. Key notices are shared with students and expectations set for the day. All students are required to log on to TEAMS for a prompt 8:30am registration. Members of the pastoral team will be contacting those students who fail to log on at this time.

**Example of Blended Learning Friday school day**

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| **Time** | **Activity** | **Note** |
| 8:30am | Registration | All students must attend registration. Sixth Form students must attend registration regardless of their timetabled lessons for the day.  The day is completed by 1:30pm acknowledging that remote learning can be more challenging for levels of concentration than face-to-face learning. |
| 9:00am | Normal timetable lesson 1 |
| 10:00am | Normal timetable lesson 2 |
| 11:00am | Break |
| 11:30am | Normal timetable lesson 3 |
| 12:30pm | Normal timetable lesson 4 |
| 1:30pm | End of day |