



Online Learning Curriculum Programme

January 2021

North Bridge House

Prep School

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Introduction

A very Happy New Year to all North Bridge House Prep families, and a particularly warm welcome to all the new pupils who join us this week. I hope you and your families had a restful Christmas break. Starting the new term online was not something any of us had wanted. However, it is something we had been planning for. This document includes all the information you need to know to support your child with their remote learning over the course of this period of lockdown.

Lockdown inevitably presents many challenges, but we are sure that, by working together as a school community, our children will have structure, as well as the time to be creative and pursue more open-ended activities, maintaining a happy balance between academic work and play.

As ever, please do get in touch if you have any questions.

A handwritten signature in black ink, appearing to read 'J Stenning', with a long horizontal flourish extending to the right.

James Stenning

Head Teacher

Academic

We recognise that learning from home is not always straightforward. However, we learnt a lot from the lockdown last year and the pupils now have their own devices and most pupils are competent in the use of Microsoft Teams.

The academic programme that your children will be following will be similar to the programme we put together last year and will contain a blend of different teaching methods, which offers families flexibility, as well as ensuring we are able to maintain as much academic progress as is possible.

Our Online Teaching and Learning Programme is designed around the school's existing curriculum. This is the curriculum that your child would be working to when in school. Of course, we need to make adaptations to take account of delivering via the online platform. Our programme blends a mix of online and offline content and experiences, including:

Synchronous online teaching with whole class: This is when a teacher connects online with a class group. This could be for form time or for a core subject such as Maths or English.

Synchronous wellbeing check-in with a small group: This is when a teacher (usually the form teacher) connects online with a smaller group of pupils. This could be to review their academic work, or it could be to check-in with a group to discuss how things are going in this new way of working.

Asynchronous teaching: This is when a teacher pre-prepares teaching input, often by a short video and uploads for pupils to view. This is an effective way of delivering short pieces of teaching content to support learning

Asynchronous learning tasks: This is when a teacher sets tasks and activities for pupils to complete. These usually follow some teaching input. These tasks may reinforce previous learning or apply new learning.

NBH Prep Online Learning Overview

The following pages outline the lessons your child can expect to have each day. The programme will include the following:

1. Form Time:

Each day will begin with a synchronous form-time session from 08.30am – 09.00am. The form-time session will include an element of Physical Education (Wake Up, Shake Up!)

2. Maths and English:

In all phases, Maths and English lessons will be synchronous online lessons. For most year groups there will be one hour of Maths and one hour of English each day. These lessons will be recorded should any pupil miss the lesson or should they need to replay the lesson.

3. All Other Subjects:

All other lessons (Geography, History, Science, Languages, PRE, PSHE, Computing) will be pre-recorded asynchronous lessons). The teacher will have pre-prepared teaching input (often by a short video and uploads for pupils to view) and the learning tasks.

Parents can choose when the children do these lessons. However, at our suggested time the relevant subject teacher will be available in the Teams Chat to answer any questions.

4. Critical Thinking

In Year 5, we have increased the number of Critical Thinking lessons that the pupils have each week from one to three. These lessons will be **synchronous**.

5. Wellbeing Check-in (or WBCI):

Pupils will have a number of synchronous wellbeing check-ins each week in small groups of 4-5 pupils. Form teachers will distribute the schedules for these.

The format of whole class lessons, synchronous and asynchronous, will have a broad, similar structure:

- introduction and modelling of learning, with opportunities for practice
- independent focused activity
- review of learning / going over misconceptions / low stakes quiz

Breaks have been set for the whole school at the same times each day, between each lesson, in order to limit screen time and give time for preparing for the next lesson. Where possible and weather permitting these breaks should be taken outside to give the children the opportunity for fresh air and exercise. There is a 'Drop Everything and Read' each afternoon to encourage coming away from screens and develop a love of reading.

Work for asynchronous lessons will be posted by 9:00 am each Monday in the relevant class Team. Work will be available to download from Teams, but where possible the need for printing is being limited. Completed work can then be submitted to teachers via Teams.

Assemblies will be uploaded on Teams. Pupils are expected to listen to / watch these at a time convenient to them.

Timetables

All lessons shown in **purple** are pre-recorded, or asynchronous lessons. The time slot given is a suggestion and put at a time where a subject specialist will be available for support, but it is your choice as to how and when your child completes the lessons. Synchronous, or live lessons will still be recorded for children who cannot make the live lesson and need to catch-up.

Year 3

		Monday	Tuesday	Wednesday	Thursday	Friday
		Year 3	Year 3	Year 3	Year 3	Year 3
	08:30 - 09:00	Form Time - Prep for Day	Form Time - Prep for Day	Form Time - Prep for Day	Form Time - Prep for Day	Form Time - Prep for Day
Session 1	09:00 - 10:00	English	English	English	English	English
	10:00 - 10:20	Break				
Session 2	10:20 - 11:20	Maths	Maths	Maths	Maths	Maths
	11:20 - 11:40	Break				
Session 3	11:40 - 12:40	PSHE	Geography	Science	History	RE/Computer Science
	12:40 - 13:30	Lunch				
Session 4	13:30 - 14:30	French	WBCI & Drama	Art	PE	WBCI & Music
	14:30 - 14:50	Physical Activity				
Session 5	14:50 - 15:50	Optional Form time	Optional Form time	Optional Form time	Optional Form time	Optional Form time
		Optional task catch up	Optional task catch up	Optional task catch up	Optional task catch up	Optional task catch up

Year 4

		Monday	Tuesday	Wednesday	Thursday	Friday
		Year 4	Year 4	Year 4	Year 4	Year 4
	08:30 - 09:00	Form Time - Prep for Day	Form Time - Prep for Day	Form Time - Prep for Day	Form Time - Prep for Day	Form Time - Prep for Day
Session 1	09:00 - 10:00	English	English	English	English	English
	10:00 - 10:20	Break				
Session 2	10:20 - 11:20	Maths	Maths	Maths	Maths	Maths
	11:20 - 11:40	Break				
Session 3	11:40 - 12:40	History	Geography	Science	RE	PSHE
	12:40 - 13:30	Lunch				
Session 4	13:30 - 14:30	WBCI/ Music	French	WBCI/Drama	Art	PE
	14:30 - 14:50	Physical Activity				
Session 5	14:50 - 15:50	Optional Form time	Optional Form time	Optional Form time	Optional Form time	Optional Form time
		Optional task catch up	Optional task catch up	Optional task catch up	Optional task catch up	Optional task catch up

Year 5

		Monday		Tuesday		Wednesday		Thursday		Friday	
		Block A	Block B	Block A	Block B	Block A	Block B	Block A	Block B	Block A	Block B
	08:30 - 09:00	PE / Wake Up Shake Up! in Form Time									
Session 1	09:00 - 10:00	Maths	English	Maths	English	Maths	English	Maths	English	Maths	English
	10:00 - 10:20	Break									
Session 2	10:20 - 11:20	English	Maths	English	Maths	English	Maths	English	Maths	English	Maths
	11:20 - 11:40	Break									
Session 3	11:40 - 12:40	Critical Thinking		Wellbeing Check-In		Critical Thinking		Wellbeing Check-In		Critical Thinking	
	12:40 - 13:30	Lunch									
Session 4	13:30 - 14:30	Geography		History		Science		French		Faith and Philosophy	
	14:30 - 14:50	Drop Everything and Read!									
Session 5	14:50 - 15:50	Art		Music		Computing		Drama		PE	

Year 6

		Monday		Tuesday		Wednesday		Thursday		Friday	
		Block A	Block B	Block A	Block B	Block A	Block B	Block A	Block B	Block A	Block B
	08:30 - 09:00	PE / Wake Up Shake Up! in Form Time									
Session 1	09:00 - 10:00	Drama	English	Computing	English	Music	English	PSHE	English	Art	English
	10:00 - 10:20	Break									
Session 2	10:20 - 11:20	History Research Project		French		Geography		History		Science	
	11:20 - 11:40	Break									
Session 3	11:40 - 12:40	Maths	Drama	Maths	Computing	Maths	Music	Maths	PSHE	Maths	Art
	12:40 - 13:30	Lunch									
Session 4	13:30 - 14:30	English	Maths	English	Maths	English	Maths	English	Maths	English	Maths
	14:30 - 14:50	Drop Everything and Read!									
Session 5	14:50 - 15:50	Wellbeing Check-In		Geography Research Project		Wellbeing Check-In		PE		Wellbeing Check-In	

Year 7

	Monday		Tuesday		Wednesday		Thursday		Friday	
	7A (McGirr)	7B (Cooper)	7A (McGirr)	7B (Cooper)	7A (McGirr)	7B (Cooper)	7A (McGirr)	7B (Cooper)	7A (McGirr)	7B (Cooper)
08:30 - 09:00	PE / Wake Up Shake Up! in Form Time									
09:00 - 10:00	History		PSHE		Computing		Geography		Century Tech Maths / English	
10:00 - 10:20	Break									
10:20 - 11:20	Maths	Maths	Science	Science	Maths	Maths	Science	Science	Maths	Maths
11:20 - 11:40	Break									
11:40 - 12:40	2nd Language	2nd Language	English	English	English	English	French	French	English	English
12:40 - 13:30	Lunch									
13:30 - 14:30	Drama		Art		RE		Music		PPE	
14:30 - 14:50	Drop Everything and Read!									
14:50 - 15:50	WBCI		PE		WBCI		PE		WBCI	

Year 8

	Monday		Tuesday		Wednesday		Thursday		Friday	
	8A (Knight)	8B (McNee)	8A (Knight)	8B (McNee)	8A (Knight)	8B (McNee)	8A (Knight)	8B (McNee)	8A (Knight)	8B (McNee)
08:30 - 09:00	PE / Wake Up Shake Up! in Form Time									
09:00 - 10:00	History		PSHE		PRE		Geography		Century Tech English	
10:00 - 10:20	Break									
10:20 - 11:20	2nd Language	2nd Language	English	English	English	English	French	French	English	English
11:20 - 11:40	Break									
11:40 - 12:40	Art		Drama		Computing		Music		Century Tech Maths	
12:40 - 13:30	Lunch									
13:30 - 14:30	Maths	Maths	Science	Science	Maths	Maths	Science	Science	Maths	Maths
14:30 - 14:50	Drop Everything and Read!									
14:50 - 15:50	WBCI		PE		WBCI		PE		WBCI	

Screen time

This is clearly an unusual situation for everyone, where there is greater reliance on digital devices than usual. Teaching staff will work together to ensure that work set is balanced across a mixture of mediums. If you feel your child's screen time is exceeding what is reasonable, please do contact their form teacher so that they can help to coordinate communication between teaching staff. Regular breaks, within the maximum recommended screen time, are crucial.

Teams Codes

Please see below a reminder of the class teams codes.

3Colledge = rr380bq
3Knibbs = na8h07h
3Holt = geqyb12
3Gomez = 7khvnp0

4Purcell = ndqrnbo
4Polglaze = f5z422t
4Barrett-Brown = 74gomch
4Foster = rs8kil2
4Truasheim = t612f26

5Baria = zv6mdnh
5Feiler = m87idnr
5Coad = vae9mu3
5Soni = qlvqw17
5Pizzi = vxovhbp
5Power = kfk4mh
Block A = j0thesr
Block B = t4p3nb7

6Yeung = 74j7911
6Delaney = imj839i
6Sassery = iisflvl
6White = cg16f62
6King = 2e5rplb
6Malliard = qnlplm6
6Lianou = 9z1fx7c
Block A = hbxb1r2
Block B = ti1qy29

7McGirr = fgjp14q
7Cooper = jwyg06c

8Knight = 30i3jcf
8McNee = qvyg016

Registration

Pupils are required to be in attendance during the daily form period. Parents must let form teachers know if their child is unable to attend form period/ lessons, providing a reason for their absence via email.

Marking and pupil assessment

There is an expectation that productive learning will take place and that pupils will submit work to teachers, as they would do in school. However, we are aware that every family is different, and facing different challenges so there is no pressure to do this immediately after a lesson. Individual teachers will make clear their expectations around submitting work when individual tasks are set.

Work should be submitted via Microsoft Teams, usually via 'assignments'.

Feedback will be continue to be delivered to pupils both verbally (during synchronous online sessions) and through comments on the written work they have submitted. English lessons on Fridays for Years 4-6 will consist of small group sessions with 5-6 students to provide more personalised feedback. Other subjects will undertake feedback in this way as and when appropriate.

During asynchronous lessons, a subject specialist teacher will be available online in Teams at the suggested times in order to answer questions and provide feedback.

Teaching staff will be keeping a close eye on academic work and will be regularly assessing and reviewing pupils' attainment and progress. This assessment will continue in line with our usual framework, taking into account both effort and attainment. Where there are specific concerns in any of these areas, our usual school approach will apply; subject teachers will address individual concerns, whilst form tutors will manage any broader issues.

Live lessons and catching up on missed lessons

All English and Maths lessons (plus Science in the Upper School and Critical Thinking in Year 5) will be taught live (synchronous) and all other lessons will be pre-recorded (asynchronous). All lessons have been timetabled into the school day (see above), but this new format does allow some flexibility if required. Pupils can work through pre-recorded lessons in their own time, and can re-visit content if necessary. All live sessions will be recorded and available on

the appropriate Teams subject channel, and pre-recorded lessons will be available under 'class materials' within the 'files' section of their subject Team.

In light of the transition to online learning, we have updated our Privacy Notices; these are hosted on our school's website.

Homework and personal study

During the week, 'homework time' should be spent completing any unfinished tasks from the day.

During the weekend, Upper School pupils may be set short consolidation/vocab learning tasks. Year 8 should continue with their independent Common Entrance Revision.

This can be an ideal time to undertake personal study projects. If your child would like ideas or advice about how to undertake a project then please contact their class or subject teacher.

Reading

There is an expectation that all pupils read daily, aside from their timetable. As a guide, we recommend the following as minimum times:

Year 3 and 4: 20 minutes

Year 5 and 6: 30 minutes

Year 7 and 8: 45 minutes

Future schools

For any questions about future schools', please do get in touch, as normal, with Ms. Vivian (dana.vivian@northbridgehouse.com).

Additional online learning resources

In addition to the Online Learning Programme led by our school team, we recommend visiting the Department of Education website, which lists a range of good quality online education resources for both primary and secondary ages, including English, Maths and Science. They also have content related to wellbeing and SEN: <https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources/coronavirus-covid-19-list-of-online-education-resources-for-home-education>.

Our existing learning platforms, which pupils can use anytime with their personal log-ins are:

- Times Tables Rock Stars
- Mangahigh
- Bug Club
- Atom Learning
- Century Tech

Further recommendations:

Daily online lessons from the BBC Bitesize (<https://www.bbc.co.uk/bitesize>)

Lots of content and easy-to-follow videos related to all subjects on BBC Teach (<https://www.bbc.co.uk/teach/>).

Touch typing skills can be developed for example via (<https://www.typingclub.com/>)

If parents require advice on specific area of focus for their child, which are not found on the resources listed, please contact the class teacher/form tutor directly.

Pastoral: Behaviour system

During our online learning programme, we will continue to use our system of merits to reward pupils' good behaviour, achievements and effort. These will be recorded, gathered and monitored by the Head of Year. Pupils' work will be acknowledged and celebrated in assemblies and form times. In instances of disruptive behaviour during our online learning programme, de-merits will be issued as they would be at school.

Pastoral concerns or queries

It is important that pupils and parents know that we are here to support them during our Online Teaching and Learning Programme. Wellbeing Check-ins will be held twice/thrice weekly in small pupil groups for our pupils to discuss and share their learning, the opportunity to celebrate successes, and to provide a forum to ask questions and raise any issues.

If you have any pastoral or wellbeing concerns, please contact your child's form teacher in the first instance.

PE and Sports

During this period of online learning we are as keen as ever to ensure that pupils receive as broad an experience as possible, accepting the given limitations. With a potential increase in the amount of time spent on screens and devices, it will be even more vital to build time into the day for fresh air, exercise and other enriching activities. With this in mind, we will begin each day with a “Wake Up / Shake Up”. There will also be other opportunities for PE during the course of the week.

During the Spring Term, which is usually dedicated to basketball, volleyball and rugby, our committed PE and Games staff will offer a broad and balanced curriculum. It will encourage pupils to complete their recommended daily exercise time, as well as imparting knowledge and a greater understanding of these sports, as well as an appreciation of the wider sporting world.

Each year group will be invited to join either a morning “wake up – shake up” session or an afternoon activity session led by a member of the PE team. We’ll also be taking a close look into the technical and tactical aspects of our chosen sports. Each week we’ll be breaking skills down to their fundamentals and how we can fine-tune our technique from the comfort of our own home.

If you have any questions about PE and Sports please contact Mr. Branch on richard.branch@northbridgehouse.com

The Arts

In Art, each week, students are set an exciting and innovative Art Challenge! Each one will be a task that will stretch and engage them. We hope that students will find these playful and a fun way to create art at home. Activities will be created in a way that supports children of all abilities and will give students the flexibility to use a wide range of materials or merely penil and paper, if they wish. We want students to find these lessons fun and we hope that the lessons leave room for students to continue developing their work after the lesson is finished. Videos will be accessible via teams and art teachers will be on hand to support during their allocated lesson time.

If you have any questions about Art please contact Mr. Columb on simon.columb@northbridgehouse.com

In Drama

Online Drama can be really rewarding and lead to some excellent outcomes. What is vital is that pupils get involved and give the tasks maximum effort! It's important that the students can use their personal tablets, as they will need to watch lessons and interact with the work. Please help by creating an environment where the children feel comfortable and try to make sure they are not distracted; your help with this is much appreciated.

The year 3's will be using drama to explore Fables through our online lessons while the Year 4's will be using Poems to act as starting points for drama. In Year 5 we will be looking at P.J Palacios 'Wonder', while in Year 6 are going to be studying 'Grimm Tales'. The year 7's will be exploring the theme of 'Fame' as a stimulus and starting point for some devised work, while year 8 will be exploring William Golding's 'Lord of the Flies' - we have already made a start in class at the end of last term.

If you have any questions about drama email simon.white@northbridgehouse.com.

In Music lessons this term;

- Years 3 and 4 will beginning thier Music history and rhythm work this term. They will be able to access pre-recorded lessons guiding them through making their own instruments from household items, learning new rhythms utilising their notation skills with Year 4 looking at aspects of African Drumming. Year 3 will be learning about The Carnival of the Animals, developing their listening skills and learning exciting facts around the work.
- Year 5 and 6 will be starting work on Samba Music and it's history and rhythms. We will be learning about the culture and instruments as well as creating a class Samba band so pupils can learn how to part of it all.

Years 7 and 8 will be learning about Minimalism. We will be looking into composers of the genre, where its foundations are and using it as a springboard to create our own Minimalist compositions using Bandlab.

Instrumental Music Lessons and Confidence in Communication Classes

Children will receive these 1:1 sessions via Microsoft Teams during normal school hours. You will be sent an email from your peripatetic teacher with an invite to join the Microsoft Teams session at an agreed time. You/your named adult carer will then join the session with your child at the start of the allotted time. Your child's peripatetic teacher will email you a document outlining our guidance which you must read prior to any lessons taking place.

Additionally:

- Sessions must only take place if you/your named adult carer are present and sighted with your child.
- Sessions will be recorded on Microsoft Teams, both to safeguard your child, you/your named adult carer, and the session facilitator. By agreeing to participate in each session, you give your consent to the recording of the session.
- Your child's peri teacher will notify your child's class teacher the day of your child's planned session, including time and duration at the beginning of each week. You will be required to email confirmation to the peri teacher that you 'have read and understood this protocol' **prior** to taking part in the first session.

If you have any questions about Music please contact Ms. Greenham on helen.greenham@northbridgehouse.com

If you have signed up for confidence in communication sessions and have any questions about this please contact Liz Mance on Liz@manceproductions.co.uk

General contact details

Please be assured that staff are contactable each day during our term times and are available to support pupils through their Online Teaching and Learning Programme.

As per our normal communication protocol, staff will endeavour to respond to parent communication within 24 hours and will do so within their normal working hours: Monday – Friday, 08:30 – 16:30.

Please do contact your child's Form Teacher if you have any general queries.

If there is an issue relating to the work itself, please contact the relevant subject teacher in the first instance.

- If you have general questions regarding our academic provision, please direct these to the Assitstant Head of your child's phase and/or Tom Le Tissier, tom.letissier@northbridgehouse.com, Deputy Head.
- If you have general questions regarding safeguarding, please direct these to Penelope Lee, penelope.lee@northbridgehouse.com
- The Head Teacher, James Stenning, can be contacted by email at james.stenning@northbridgehouse.com

Please feel free to contact any other member of staff as you would normally do for all other school matters.

Expectations

What you can expect from our school

A continuation of an excellent and robust curriculum

Online and offline learning activities

Continued high quality pastoral care

Regular communication from the school and teachers

What we expect from our pupils

Commitment to take part in all online learning and work hard

Willingness to step out of their comfort zone, especially when things are different or not straight forward

How you can help your child

Family comes first and must be your priority

You are not expected to be your child's teacher. Please do contact the school if you are struggling with the work that has been set

It would be helpful to provide a dedicated work-space for your child along with the following equipment: IT device / pad of paper / notebook / exercise books / pen, pencil, colouring pens/pencils / maths equipment / calculator / ruler / text books / reading book.

Stick to a routine where possible. It may be helpful to print out a copy of your family timetable and how the school day will fit into it

Recognise the need for regular breaks for your children

Help your child to eat healthily

Encourage children to keep in contact with their friends

Enable children to be punctual for any live sessions

During academic learning, focus should be entirely on schoolwork sessions, therefore apps/tabs that are not relevant to academic learning should be closed and mobile phones put away

Keep communicating with us – if there is something that needs to be addressed or we could be doing something better, please do let us know

For Games and PE lessons, it might be helpful for children to change into sports clothes to make a healthy distinction between academic work and physical exercise

Safeguarding guidance for online working

We recognise that our pupils may have increased access to the internet, as they spend more time at home and as they access our Online Teaching and Learning Programme. We would therefore recommend the following guidelines:

Where possible, please ensure that you have the appropriate settings in place on the devices that your children will be using.

We will be treating the online environment as part of the school day. Children should be aware of their use of language and ensure that they behave appropriately whilst online.

Please be vigilant about the sites that your children are visiting. You may need to check their work as well as having a good understanding of the tasks that they are undertaking.

We ask that parents supervise online sessions in an appropriate manner.

At the beginning of the session the teacher will set out some ground rules for how each session will run.

If your child is unwell or unavailable at the time of their assigned session, please let us know.

Ensure that they have adequate breaks from devices. Children will be set a wide variety of tasks by staff to encourage the use of mediums other than electronic devices.

Our school safeguarding policy remains in place and if you have any concerns of a safeguarding nature then please contact the school's Designated Safeguarding Lead, Penelope Lee, penelope.lee@cognita.com

Sources of information for parents

A range of resources, tips and advice to help families during school closures is available and be continually updated on the Cognita website.

<https://www.cognita.com/cognita-be-well/resources-for-families/>

