



Online Learning Curriculum Programme

Head's Message

As we continue with online learning at North Bridge House, we are dedicated to providing our students with an outstanding education and to developing happy and confident young adults with the skills to become future leaders. Our online lessons are committed to maintaining small class sizes and a flexible approach to the curriculum to tailor our teaching and support to meet the needs of every child.

Our team of specialists and dedicated teachers can provide the inspiration that our students need to achieve their academic goals during these unprecedented times. We are immensely proud to be using state of art and new digital learning technologies to meet our aims. The focus on academic excellence is complemented by first class pastoral care and attention to the learning needs of every child. To broaden our students' interests and help them develop new and transferable skills, we offer a diverse online enrichment programme.

My main message is that, regardless of the setting, we are committed to providing an excellent education and to ensure that the pupils make good progress in the term ahead. While the school site may be closed our education provision most certainly continues.

I realise that nothing can replace actually being in school and being taught and cared for in person. However, the entire school community will strive through our Online Teaching and Learning Programme, to ensure our children continue to love learning and are challenged along the way in order to make the best possible progress in their studies.

We are currently in such unusual and unprecedented times, which can be extremely unsettling for our children. As well as prioritising their physical health as we remain at home, we also need to be looking after their mental health and wellbeing, keeping a sense of normality and daily routine, whilst providing opportunities for them to flourish. The coming weeks will undoubtedly contain many new 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.

Finally, I want to express my gratitude for the many warm and heartfelt messages that have been sent in by many of our families. Your on-going support, and at times patience, is greatly appreciated by all of us here at North Bridge House Canonbury.



Brendan Pavey

Academic

We recognise that learning from home will not always be straightforward, with multiple family members sharing devices and space and parents needing to work and supervise children simultaneously. We therefore trust that the programme outlined below will help to overcome some of these challenges and allow for patterns to be established within each home, fitting in with work and family schedules.

Work will be set each day, but the Online Teaching and Learning Programme is flexible and we understand that there may be times that students cannot be online. We kindly ask that you inform the school reception if your child is unable to attend online, so that teachers and pastoral leaders can ensure adaptation of lessons to ensure the continuity of your child's learning. Further, please do email the school with feedback as we value your comments. 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 a specific class. Teachers may arrange this for part of a lesson in order to minimise elongated periods of time on the screen.

Synchronous online teaching with a group: This is when a teacher connects online with a smaller group of students. This could be for a specific aspect of academic work, e.g. an English teacher working with 4-5 students. It could also be for a wellbeing check in when a member of staff checks in with a group to discuss how things are going in this new way of working.

Synchronous one-to-one: There may be instances when 1:1 input is required. This could be, for example, for peripatetic music lessons etc. Individual teachers may also wish to connect with students 1:1.

Asynchronous teaching: This is when a teacher pre-prepares teaching input, often by a short video and uploads for students 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 students to complete. These usually follow some teaching input. These tasks may reinforce previous learning or apply new learning.

Senior School programme overview

The senior school's timetable is operating normally, but online. Students continue attending virtual classes following their normal timetable.

Lesson may be slightly shorter than normal to allow students to take breaks from their screens. Morning breaks and lunch time are critical too. Where possible, and weather permitting, these breaks should be taken outside to give the children the opportunity for fresh air and exercise.

Tutor Time, Games, the Arts, and Enrichment are part of the timetable to provide a balance to the school day. Further year group assemblies will still occur as per the weekly schedules to ensure that school wide notices are still accessible to students.

A copy of your child's timetable is available on Firefly. Please email the school if you or your child need support logging into the online site.

Technology platforms

Our staff will deliver our Online Teaching and Learning Programme using the following technology platform:

Microsoft Teams – Synchronous platform which allows students and teachers to collaborate and coordinate in a simple, secure way with chat, video, voice, and healthcare tools all in one hub. Microsoft Teams is designed with IT in mind, providing management capabilities for collaboration, meetings, callings, and apps in one place with a simple user interface.

Firefly – Firefly is our Virtual Learning Environment platform used for setting asynchronous work. As normal, teachers will set homework and tasks to be completed outside lessons on Firefly. Students will be able to download the work and then either print it out or complete it on a computer. Work that has been printed out can be sent back to teachers by uploading a scanned image or photograph of it. Students should follow the instructions given by teachers on Firefly on how they should submit their work.

We hope that these arrangements will help to take some of the pressure off parents, as we encourage students to develop their independent learning and feel more connected with their teachers. Detailed instructions for each platform have been sent to parents. If you are struggling to access any platform, please email the school.

Screen time

This is clearly an unusual situation for everyone, where there is greater reliance on digital devices than usual. We recommend that students try to spend no longer than three hours on a device each day. 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 Tutor so that they can help to coordinate communication between teaching staff. Regular breaks, within the maximum recommended screen time, are crucial.

Registration

As normal, teachers will be taking attendance registers every lesson. We appreciate the support from parents in ensuring that students attend lessons during the period of online education. Of course, there will be legitimate reasons that a student may not attend, such as if they are unwell. In these instances, we kindly ask that you email the school in advance of the missed day or lesson.

Marking and pupil assessment

Work is expected to be submitted back to teachers, but there is no pressure to do this immediately. Individual teachers will make clear their expectations around submitting work when individual tasks are set. Feedback to students will consist of discussion during the lessons, summative comments through Teams or Firefly, or on the work itself.

Teaching staff will be keeping a close eye on academic work and will be regularly assessing and reviewing students' attainment and progress. This assessment will continue in line with our usual framework, considering 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.

Support Sessions

We pride ourselves on the individual care and additional support that we provide our students. We very much wish this to continue as part of our Online Teaching and Learning Programme. Clinics will be run by the PE staff during normal games lessons and will provide opportunities to address any concerns with online learning. Additionally, the Learning Support Department will be working with students with Special Educational Needs. These will be delivered using MS Teams.

Of course, if your child feels that they require additional support in a specific subject, please contact their subject teacher directly to set up a support session. Equally, a subject teacher may request a session with your child. Support Sessions will be delivered individually or in small groups.

Live lessons and catching up on missed lessons

One-to-one lessons will always be recorded for safeguarding purposes and as part of teachers' continuing professional development; this means larger group sessions may also be recorded. Individual teachers will direct students to recorded sessions, if they believe it would be beneficial in catching up on missed work. However, Firefly is the site where all tasks and homework are set.

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

Homework is being set as normal. For Key Stage 3 a student should expect 30-45 min of work per class per week. At Key Stage 4 it is 45-60 min. For Sixth Form students at Canonbury, students are set 5-6 hours per week.

Please note that during the online education provision, many subject areas are setting larger pieces of project work that span several weeks.

If there are any subject specific questions or concerns about homework, please email the subject teacher or Head of Faculty directly.

Additional online learning resources

In addition to the Online Learning Programme led by our school team, we recommend the following sites as good sources of content.

BBC Bite Size

<https://www.bbc.co.uk/bitesize>

Century Tech

<https://app.century.tech/login>

Quizlet

<https://quizlet.com/>

Seneca Learning

<https://www.senecalearning.com/>

Pastoral

Reward system

The school still follows the standard reward system. Over the next week or so the school will develop an online merit system and tutors will still be able to record positive behaviours in SIMS. Also, teachers will communicate good effort, progress, and attainment through emails home too.

House system

The school's house system is still operational. Heads of House will be responsible for coordinating school wide events and competitions online.

School counsellor

The school counsellor is still undertaking standard appointments using Teams and following the school's safeguarding procedures for online working. The counsellor will be in touch with relevant parents and students about appointment times. Parents or students wishing to access the counselling service for the first time during our online education should speak to their Head of Year, Mr O'Neil (Lower school) and Mr Margerison, (Upper School), or Ms Ross-Scott from Learning Support.

Pastoral concerns or queries

It is important that students and parents know that we are here to support them during our Online Teaching and Learning Programme. If you have any pastoral or wellbeing concerns, please see the email addresses below:

Mr O'Neil – Head of Lower School

dan.o'neil@northbridgehouse.com

Mr Margerison – Head of Upper School and Deputy Designated Safeguarding Lead

alex.margerison@northbridgehouse.com

Ms Tassell-Dent – Head of Site/ Head of Pastoral Care/ Designated Safeguarding Lead

Charlotte.tassell@northbridgehouse.com

Ms Ross Scott – Head of Learning Support/SENCo

Amanda.RossScott@northbridgehouse.com

The broader curriculum

During this period of online learning we are as keen as ever to ensure that students 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 plan to enable all students to strike a healthy balance, by giving over time each day to a range of types of learning.

Games and Sports

Our committed Games and PE staff team will offer a broad and balanced curriculum. It will encourage students to complete their recommended daily exercise time, as well as imparting knowledge and a greater understanding of these sports alongside an appreciation of the wider sporting world.

The PE Department will be asking students to create vlogs of how they are keeping healthy during lockdown. Further, PE staff are available during regular PE lessons for students to drop-in and discuss any concerns they have with their online learning.

Enrichment Sessions

The Friday Enrichment programme is still operational but has been adapted to a virtual environment. Prior to the Easter break, students were provided with a link to sign up to the various activities on offer. During enrichment time, students are to attend MS Teams as normal and the teacher running the enrichment will direct them to relevant activities and sites etc.

House Competitions

With every Cognita school in the family now educating their students online, Cognita Competitions are a series of optional pupil competitions, designed to provide our students with an opportunity to connect and share their creative flair across the organisation. We want to celebrate their work and use it to reinforce the importance of our global perspective and relationships. There will be a series of four competitions based on the following titles:

1. From my window
2. Sunshine after the rain
3. Thank you
4. Recycling for a better world

Results of each competition will be shared on the Cognita Online Community and the school/pupil will be contacted directly to present their prize from the individual competition judge. More information will be provided as the term progresses.

General contact details

Please be assured that staff are contactable each day during our term times and are available to support students through their Online Teaching and Learning Programme. Here at North Bridge House we strive to reply to emails within a 24-hour period during regular school hours. Please note that staff are contracted to work Monday – Friday 8:30 to 17:30 during term time only and may only respond during these times.

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 Sean Doherty, Acting Head of School: sean.doherty@northbridgehouse.com

If you have general questions regarding our pastoral provision, please direct these to:

Mr O'Neil – Head of Lower School
dan.o'neil@northbridgehouse.com

Mr Margerison – Head of Upper School and Designated Safeguarding Lead
alex.margerison@northbridgehouse.com

If you have general questions regarding safeguarding, please direct these to:

Mrs Tassell-Dent– Designated Safeguarding Lead

charlotte.tassell@northbridgehouse.com

The Head Teacher and Acting Head of School can be contacted by email at:

Brendan Pavey – Executive Head Teacher of NBH Senior Schools

brendan.pavey@northbridgehouse.com

Mrs Tassell-Dent– Head of School

charlotte.tassell@northbridgehouse.com

Sean Doherty –Deputy Head of School

sean.doherty@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 students:

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 (age appropriate)
- 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 students 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.
- 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, Mr Margerison

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/>





BE PATIENT

It's harder when online to know what others are thinking and how they are feeling. So remember to assume your peers (and teachers) have positive intentions and give them the benefit of the doubt.



BE SUPPORTIVE

Many of us are understandably anxious and a bit worried at the moment. Reach out to your friends. Reach out to those students who aren't your friends and say hi.



BE RESPECTFUL

Apply the same standards you have in real life to your online community. Treat people how you want to be treated.



BE COLLABORATIVE

Online learning is not easy for everyone. Share your knowledge, share your skills. The more you connect, the more you will learn. The more you will cope with the current isolation.



BE SAFE

This is a long list but important. Only go to websites you trust. Only speak to people you know. Only say words you are happy to be out there. Only post images that are appropriate. Remember that everything you do online lasts forever.



BE APPROPRIATELY DRESSED

This seems obvious, but maybe not when you are comfortable in your home. In online meetings and classes with friends, teachers, whoever, always be appropriately dressed even if the camera is off because accidents happen.

One thing is certain amongst all this uncertainty: If we keep communicating with each other, keep supporting each other, then we will be stronger as individuals, as families, as a community.