



UCC Remote Learning Guidance For Parents (Feb 2021)

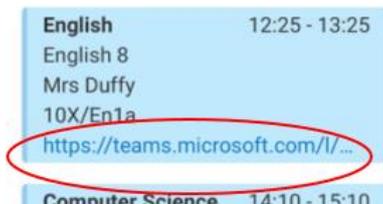
All lessons will be posted on **Satchel:SMHW** following the normal timetable – see 'Timetable'. Students are expected to complete their work at the timetabled time.

Lessons will either be:

1. 'On demand' – a Loom video or a narrated lesson that guides students through the tasks.
2. A 'Live' lesson using Microsoft Teams.



Live Lessons will be signposted within SMHW:Satchel by the word 'LIVE' in the title and will start at the timetabled start time. The link to the Microsoft Team for the appropriate class will be posted within the task on Satchel:SMHW and will also be visible in the Timetable view as a Teams link in advance of the day (this may help with your planning):



At the start time of the live lesson, students simply follow the link to Teams. There will be a button to join the meeting – note that this button only appears when the lesson (meeting) has started. (To improve security of our lessons and also to avoid notification overload for students we are no longer 'scheduling' meetings/lessons)

Most teachers are asking students to keep cameras turned off and microphones muted. However, students may be asked to unmute to give answers or join discussions at the discretion of the teacher. They can ask and answer questions using the chat function and we have the same high behaviour expectations as we do in school.

Resources for any lesson, such as worksheets, will be linked or attached to the task in Satchel:SMHW or signposted clearly.

Whilst we fully expect all our students to attend lessons at the timetabled time, if a student cannot attend a live lesson, then they can access a recorded version which will be available via the Teams link shortly after the lesson has finished. (Students may need to scroll down through the lesson chat to find the video link)

More information:

[Microsoft Teams Guidance for Parents and Guardians](#)

For ICT technical questions please contact: helpdesk@ucc.rutland.sch.uk

