



Assumption Secondary School

Remote Learning Plan

Remote Learning Plan

Introduction

Digital technologies can play a central role in transforming learning, teaching and assessment practices for teachers and students in a high-quality 21st century education system. The ultimate long term goal for our school is to embed digital technologies into all areas of school activity.

In light of the current pandemic, now is the time to introduce further development in this area to ensure a natural transmission to teaching and learning in a remote setting if it is deemed necessary in the future. This document will focus on the changes implemented to further enhance the use of digital technology in school to show how our school community is both equipped and skilled in this area. The document also tries to show what schooling in a remote setting may look like.

Applications

The applications that will be used for distance learning at Assumption Secondary School will primarily be:

G-Suite

- Gmail
- Google classroom
- Google slides
- Google forms
- Google docs
- Google sites
- Google meet

Zoom may also be used.

What is Remote (Distance) learning?

Remote / Distance learning is a method of learning which enables you to learn from your home using materials and instructions provided by your subject teacher. In the case of remote / distance learning, your class timetable will be followed with each class conducted via Google Meet or Zoom. Lessons and assignments will be uploaded online through Google classroom. Students will be expected to sign into the Google classroom or Zoom class that

corresponds to the class they are timetabled for and log in and engage with the teacher and the materials provided.

Blended learning approach

Blended learning is a modern approach that combines traditional classroom methods with the use of digital technology. Assumption Secondary School endeavors to improve access and use of digital technologies and resources for our school.

In order to ease the transition to a potential remote learning situation, Google Classroom is being used in all subjects, in particular when engaging with students' homework.

What will remote learning look like in Assumption Secondary School?

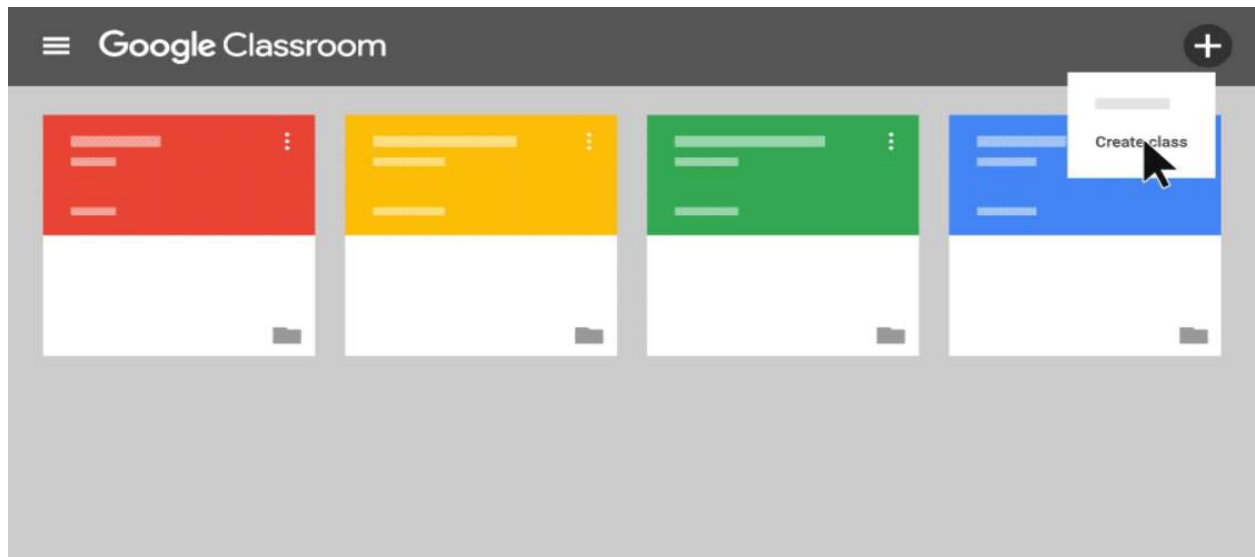
In the event of a school closure, our school will transition to a remote learning format. This means that all the students will continue engaging with the school curriculum but classes will move to an online setting. This kind of setting is known as an O.L.E. or an online learning environment.



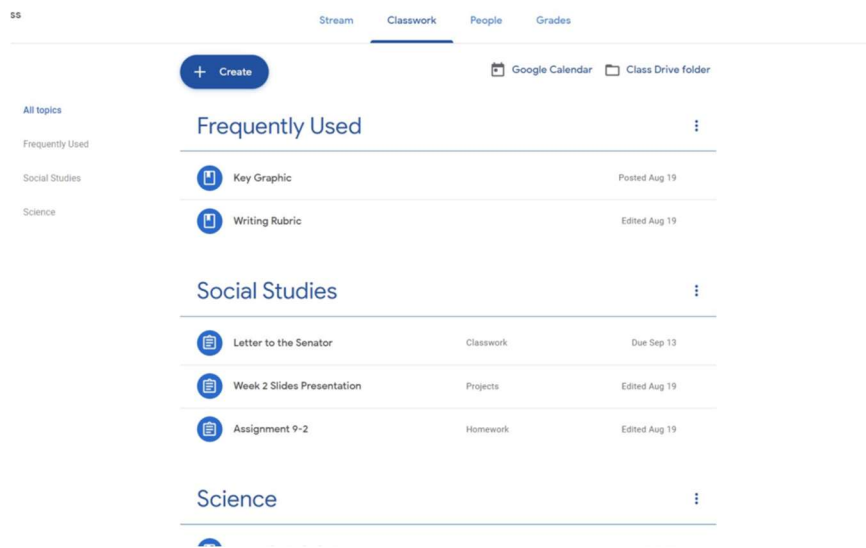
Each student has an active Gmail account that ends with @assumptionss.ie. The students' username and password for their Gmail account will give them access to a whole suite of apps.

Students will send and receive all their work by using Google Classroom. The purpose of this application is to ease the process of sharing and sending files between teachers and students. This method of delivering work will simplify the creating, distributing and grading of school work in an online setting.

When a student logs into Google classroom they will notice a separate class for each of their subjects. Google Classroom is accessed at <https://classroom.google.com/>



Once the student clicks into their Google class they can look for the latest assignments or communication from the teacher.



The student can access class work by clicking the latest assignment or communication from the teacher. The assignments are dated and the latest assignments are positioned at the top of the list.

Responsibilities while partaking in Remote / Distance learning

For Teachers

- Teachers will have overall control of their particular Google Classrooms
- Teachers should be visible to their students when using Google Meet / Zoom.
- Live classes allow for discussions, Q&A's, and other real-time activities.
- Additional teaching materials and homework can be posted online.

For students:

- Students must be appropriately presented for class and log on in line with their timetable.
- Students must follow the direction of their teacher just as in the classroom; the teacher can control your access to the camera or microphone and could be turned off if necessary.
- Student cameras must be on. Exceptions will be agreed with the teacher.
- A link to Google meet or Zoom is intended for students of our school only, do not forward a link to anyone else. The link will be shared on Google Classroom.
- Students must communicate with their @assumptionss.ie account only.
- These classes may include a screen share of other resources like slideshow presentations.
- Students must be respectful with any comments or communication using the school online learning environment.
- Unacceptable behavior will be noted in the 'Comments Book' and sanctioned in line with the school Code of Behaviour.
- If a student is disruptive, they may be removed from the live class.
- Students cannot record or forward any content used in Google Classroom without permission of the creator of the content.
- All online activity is noted. This includes anything you comment on in Classroom, email or Google meet. This includes monitoring of engagement with the work.
- Students will receive responses and feedback from teachers during school hours.

For parents

- Parents should ensure that their daughter is engaging in online classes and completing work assigned.
- Please check regularly that assigned work and tasks assigned are completed.
- Live online classes are to be viewed by the student only, this is to ensure that every student is safe online.
- Try to keep the area where the student works as quiet as possible to ensure they can properly engage to the best of their abilities.
- Please read the regulations for students.

Resources

1. <https://www.pdst.ie/DistanceLearning>
2. <https://classroom.google.com/>
3. <https://www.webwise.ie/parents/>
4. <https://cybersafeireland.org/parents/>
5. <https://www.sess.ie/dyslexia-section/using-ict-home>

Please check our school website www.assumptionwalkinstown.ie for regular updates.

Advice for Parents on using Google Classroom

The following links will be of assistance

<https://www.youtube.com/watch?v=xfggtCi7hdo>

<https://www.youtube.com/watch?v=N5UQ2V3nRp4>

Instructions for using Google

- Sign in with your username and password.
- Click into Google classroom.
- Click into your teacher's class.
- The first page you will see is the '**Stream**' page. This is where your teacher can post messages to the class.
- At the top centre of the page you will see the word '**Class work**'.
- Click on the word **Class work** to go to that page and check if you have any assignments.
- If you see an assignment click on it.

Classroom

There are two ways you can do a written assignment.

1. Your teacher has created a Google document for you to use.

- Click on where it says Google Docs and you will be brought straight into the assignment.
- Once in the document you can type your work.
- It is important that when you have finished your assignment, and are ready to send your work to your teacher, to press the 'Turn in' button.

2. You have an assignment, but your teacher has not made a Google document for you.

- Click view assignment.
- Then click 'Add or Create' Docs.
- Your Google document will appear as before and you can type directly into it.
- Remember to press the 'Turn in' button when you want to send your work to your teacher.

Finally, if you want to send photographs or attachments to your teacher.

- Click on 'Add or Create' File. Then drag the files or upload photographs from your device.

Another way to send files or photographs is to click into your Google Document.

- Click insert and upload file or photograph.
- Remember to press the 'Turn in' button when you want it to send to your teacher.

The Plan was ratified by the Board of Management on the 29th of March 2023