Key considerations for continued learning in response to school closures using Showbie.

What, if any, will be the operational hours of learning/working for students and staff?

Teachers will be available for work as per their normal hours. Teachers can set work for students using the workflow outlined below. Students that do not respond through Showbie should be identified to the Office staff by email. Office staff will then contact home.

Distance learning safeguarding arrangements?

The school will continue to monitor safeguarding by ensuring that the student support staff and designated child protection officer will be present in all Showbie classes. Students will continue to be supported digitally.

Define your workflow:

Where do teachers upload screen recorded explanations? - This can be sent to 'One Drive' on the 'Glow' platform. Screen recording function on your iPad can be activated as below:

Create a screen recording

You can create a screen recording and capture sound on your iPad.

1. Go to Settings ⚙️ > Control Center > Customize Controls, then tap ➕ next to Screen Recording.

2. Open Control Center, tap ⊚, then wait for the three-second countdown.

3. To stop recording, open Control Center, tap 🔴 or the red status bar at the top of the screen, then tap Stop.

Go to Photos 🌸, then select your screen recording.

Try and keep your screen recording to a maximum of 2 minutes at a time. This will make it easier for students to download 'chunks' based on their connectivity at home.
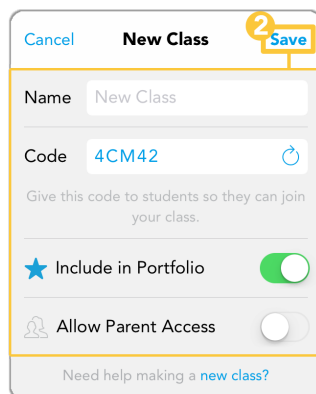
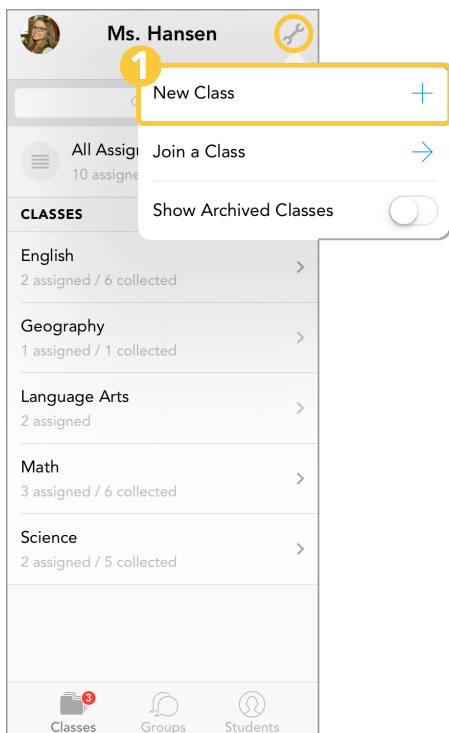# How do teachers sign up to Showbie?

Install the Showbie app from the App Store or from 'Self service' on your iPad. Open the Showbie app
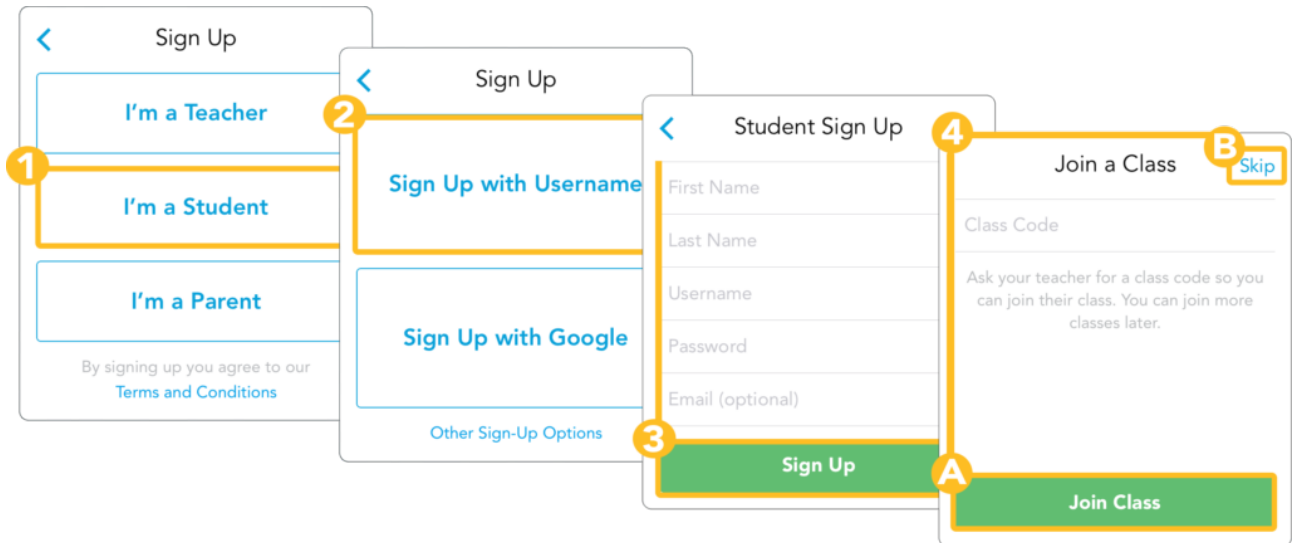
Click on 'Sign up for free'
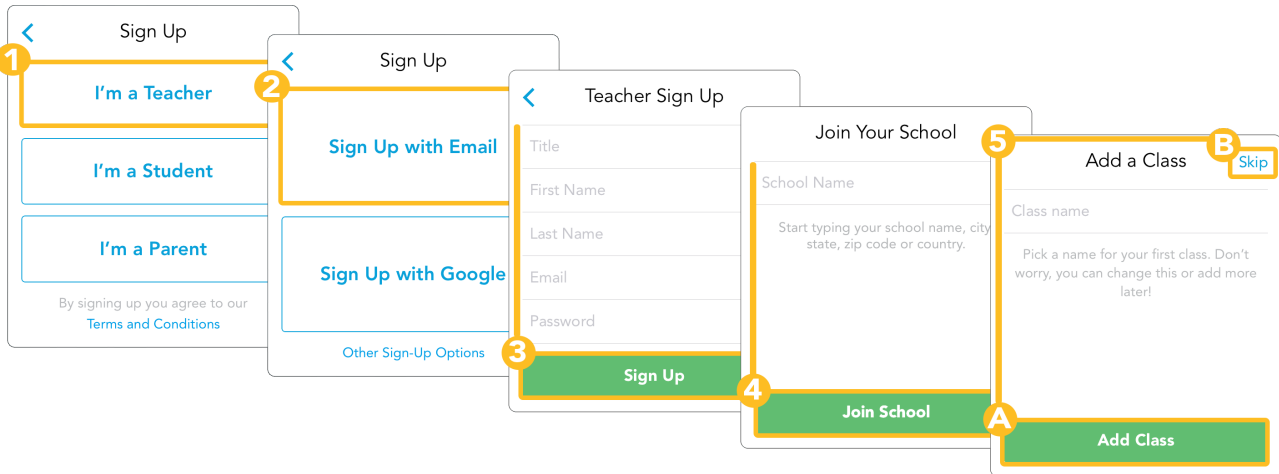
How to create a class in Showbie

- Tap the wrench
- Then tap on *New Class* +
- Next, give your class a name by tapping the white box
- Tap *Save* when you're done

Class code can be emailed to students by the teacher.

How do students join a class in Showbie?

How might staff and students engage in learning and in projects with one another?

Showbie has a 'voice note feature' that will allow for fast and 'chat like' conversations with individual students or as a whole class. Teachers can use this to give quick comments and feedback. It can also be used to annotate documents. Encourage students to respond with voice for some assignments.

How to give give digitised verbal feedback:
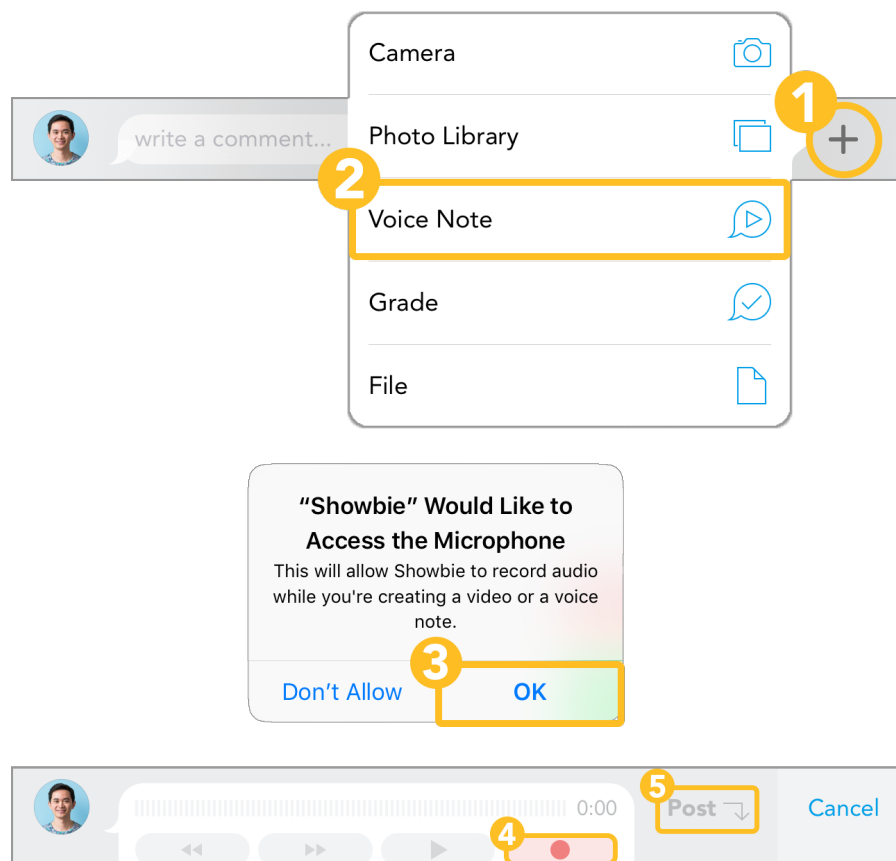
Who will monitor this work?

Multiple teachers can be added to a single class. This will allow for additional teachers to provide support and monitor work. It will also allow for flexibility in case teachers have their own emergency.

What other communications should, parents, staff, and students receive?

Showbie has the functionality to create 'groups'. The groups function can allow selected students or teachers to communicate. This will allow for differentiation, sharing of ideas and general announcements.

Parents can access content through showbie.com on any browser using their child's login credentials or through the child's school issued iPad.

2. Communicate the emergency action plan with Parents and stakeholders.

This can be done through the school website, social media. Normal post may not be as efficient if there are nationwide workplace closures.

3. Build a library of resources for a smooth transition based on the scenarios detailed such as:

Self-guided learning content and exercises.

Self-directed and team projects applying knowledge to solving problems.

The use of screen recorded content with the class teachers audio explanation will be particularly powerful for students. This can be shared through One Drive on Glow and this can also be done through Showbie.

4. Establish and test working and communications platforms.

If time permits, conduct a home audit — ensure that you know your students' level of access — laptops, tablets, mobiles per household. **Remember Showbie is accessible through any browser.**

Being realistic. If your families only have access to social media (WhatsApp, Facebook, etc) it would be fair to base your plans on social media. **Showbie is accessible on smartphones phones.**

5. Consider completing a test-run, if possible.