pipers corner SCHOOL

Snow Procedure for Parents and Students - Winter 2023/2024

Information for all year groups

Contents

Procedure

In the event of snowfall, the School may need to close to ensure the safety of all students, parents and staff. This procedure explains how such a decision is made, how it is communicated and how work that can be done at home will be set for students in case of an extended closure i.e. more than one day.

If snow has fallen, the decision will be taken between 0600 and 0630 hours each morning as to whether the School will be opening. This decision is taken by the Headmistress in consultation with the Bursar who will have already been in touch with Kura, who manage the School's coach service. Most of our coaches are based at Cryers Hill and they are in an ideal position to decide whether or not it is safe to use the roads. If it is not safe to take the coaches out, then we take the view that this means that the roads in our area are dangerous for all vehicles and, unless there are very special reasons not to, then we will close the School. This may be frustrating for some parents who may live in an area that is largely unaffected or who could even walk to School, but we need to be able to ensure that the vast majority of students and staff can get to School to make it possible to open the School.

A School closure notice will be communicated in the following ways between 0630 and 0645 hours:

- A notice will be put on the School website
- A Pipers Mail email will be sent to all subscribed parents
- A text message will also be sent via Pipers Mail to all subscribed parents
- **Please note that if the School is open as usual then we will not be putting this out as an announcement. Only a School closure will be communicated**

Snow day work for students

All "snow work" will be set using the School IT Systems and will necessarily be stratified according to age group. The systems available to your child during a snow day:

1. **Google Classroom**
   This tool allows individual class teachers to interact in a stream (like a social media feed) with specific groups of students in virtual classrooms. Teachers can set and receive work via this

tool. It can be accessed from any web browser via https://classroom.google.com/. Students can log on with their network **username@*piperscorner.co.uk*** and **password**.

2. **The Firefly Learning Platform**
This is a website that staff can edit and use to provide resources. It also contains links for our students to access all other School systems. It can be accessed from any web browser via https://piperscorner.fireflycloud.net/dashboard. Students can log on with their network **username** and **password**.

3. **Google Meet**
During lockdown the School necessarily supported timetabled lessons with video conferencing tools. If students are invited into class video conferencing sessions they will be able to click on the Google Meet codes provided to the left of the stream inside each Google Classroom. If video conferencing is used students are advised to review the School guidelines available here: https://piperscorner.fireflycloud.net/it-support/video-conferencing-for-learning

Age-based expectations regarding the amount of work to be set

The School's expectations with regard to the amount of work students should be doing at home is based on their stage of learning.

Pre-GCSE, GCSE and A Level students
- As soon as possible teachers will set work in place of the exam lessons they would have had.
- The students will be expected to log into **Google Classroom** at the beginning of each timetabled lesson to 'check in' with their teacher and ensure they understand the work set.
- The amount of work set will roughly reflect the lesson time they would have had and students are expected to complete the work during the scheduled lesson and submit their response at the end.
- From the second day of closure teachers may additionally set up video conferencing sessions to support the lessons missed. Google Meet links will be activated in the Google Classroom.

Students in Years 7- 8
- Only Maths and English work will be set on the first day of closure, if these lessons were missed.
- For all proceeding days, work will be set for all subjects according to the normal timetable using the **Google Classroom** tool.
- Work will be limited to a maximum of 30 minutes per teaching period (though it could be shorter) so that students will have no more than four hours work per day. No additional homework will be set.
- If the inclement weather persists, students may be invited into video conferencing lessons to support their learning as required. Google Meet links will be provided via Google Classroom.

Prep Students
- Only Maths and English work will be set on the first day of closure. These will be Firefly tasks.
- For all proceeding days, work will be set for all subjects according to the normal timetable using Firefly.
- Work will be limited to a maximum of 30 minutes per teaching period (though it could be shorter) so that students will have no more than four hours of work per day. No additional homework will be set.
- If the inclement weather persists, students may be invited into video conferencing lessons to support their learning as required. Google Meet links will be provided via Google Classroom and Firefly.

Pre-Prep Students
- No work will be set on the first day of closure.
- All tasks set will be via Firefly.
- Second and third day of closure English, Maths and a STEM challenge will be set for girls in Reception, Year 1 and Year 2 in line with planned English and Maths lessons.

- If the School is closed for longer than three days then English, Maths and a STEM challenge will continue to be set for the girls in Reception. Year 1 and Year 2 will have tasks set for all subjects (including specialist subjects), in line with the timetables.
- Google Meets will be scheduled to take place on the third day of closure. Parents will be emailed directly with the links.

Summary of Expectations across all ages

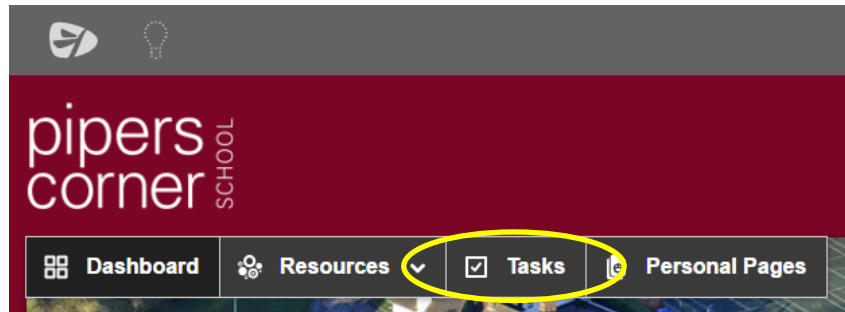|	Pre-Prep students (Reception-Year 2)	Prep students (Year 3-6)	Senior School (Year 7-8)	Exam students (Year 9-13)
Work will be set from the first day of closure.	✗	Maths & English only	Maths & English only	✓
Students will be notified of work set via…	Firefly	Firefly	Google Classroom	Google Classroom
Video conferencing will be used…	if closure is > 2 days	Occasionally as appropriate	Frequently	Frequently
Work expectations will be…	Reduced	Core subjects initially, then expanding to all subjects	30 minutes max per lesson, no homework	Identical to a normal school week

Teachers will take into account the fact that students may not have all their books at home with them.
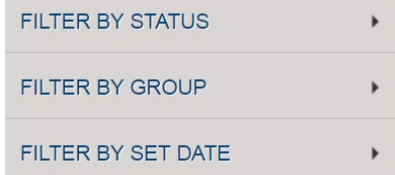
Mrs Helen Ness-Gifford
January 2024

Updated January 2024

Additional Guidelines

Firefly (https://piperscorner.fireflycloud.net/)

The snow day work will be set by Prep teaching staff as Tasks and all tasks will be accessible by clicking '**Your Tasks**' on the black toolbar at the top of the web page.
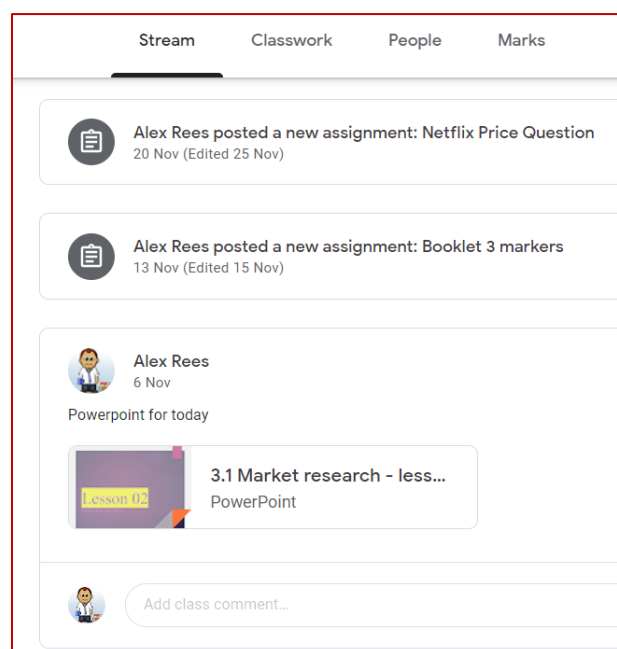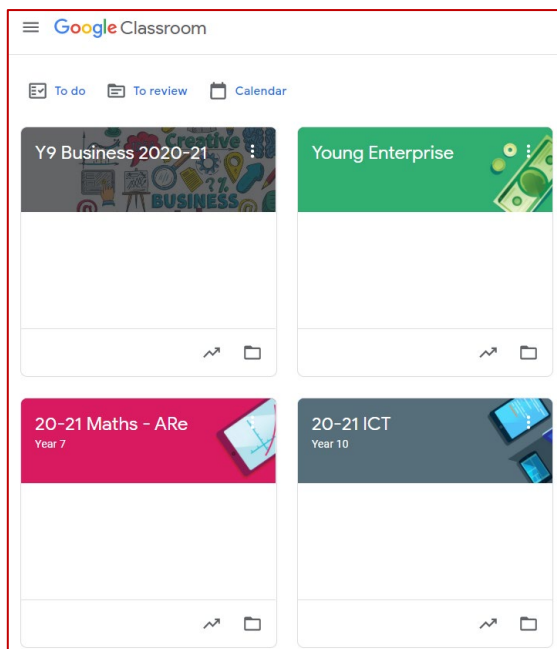

If a student has a long list of tasks that have been set during normal term time they can identify their Snow Day tasks by filtering their list by **status** (done/not done), by class **group** or even by **set date** using the filter options on the right hand side of the page. Students also get an email notification for each task set.

Google Classroom (https://classroom.google.com/)

When you have logged in you will see a box for each virtual classroom you can go into (image on left). In each classroom there is a 'stream' of activity which will include work set (image on right).

Devices

In school we use Google Chromebooks, Windows Laptops and Apple iPads. Each of these devices will work with all our systems and we have provided a summary of these devices for parents and students which is available here: https://piperscorner.fireflycloud.net/it-support/device-advice-for-independent-learning

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