

Lowick and Holy Island C of E First Schools

Remote Education Policy

2020-2023

Reviewed by	Governing Body (electronic communication)
Signed by	 (Chair)
Date of review:	Autumn term 2021
Date of next review	Autumn term 2023

1. Statement of School Philosophy

At Lowick and Holy Island C of E Schools (the 'School') we strongly believe in engaging children with an interesting, broad and creative curriculum. Should we need to educate our children remotely we seek to support our school families in the best way possible to make home learning purposeful.

2. Aims

This Remote Education Policy aims to:

- Ensure consistency in the approach to remote learning for all pupils who aren't in school through use of quality online and offline resources and teaching videos.
- Provide clear expectations members of the school community with regards to delivery high quality remote learning.
- Include continuous delivery of the school curriculum, as well as support of motivation, health and well-being and support parents and carers with this.
- Consider continued education for staff and parents.
- Support effective communication between the school and families.

3 .Who is this policy applicable to?

- Any child who is absent because they are awaiting test results and the household is required to self-isolate where the rest of their school bubble are attending school and being taught as normal). Unless that child is feeling unwell with symptoms so that attempting learning would not be appropriate.
- Any child who is absent because they are self-isolating (and so not permitted to attend school) because they, or another member of their bubble or household, have tested positive for Covid-19.

Remote learning will be shared with families when they are absent due to Covid related reasons and not to all at the start of week.

4. Content and Tools to Deliver This Remote Education Plan

Resources to deliver this Remote Education Plan include:

- Online tools for EYFS KS1 KS2 (*including Tapestry, Seesaw, Classroom Secrets KIDS, school360, sumdog and Times Tables Rockstars*).
- Use of instructional videos and assemblies
- Phone calls home
- Printed learning packs
- Physical materials such as story books and writing tools
- Use of BBC Bitesize and Oak Academy resources.

5. Home and School Partnership

The School is committed to working in close partnership with families and recognises each family is unique and because of this remote learning will look different for different families in order to suit their individual needs.

The School will seek to help families become familiar with our online resources (i.e. Seesaw/Sumdog and so on) whilst the children are still attending school so that they are able to use it more easily should remote learning be needed.

Where possible, it is beneficial for young people to maintain a regular and familiar routine. The School would recommend that each 'school day' maintains structure

We would encourage parents to support their children's work, including finding an appropriate place to work and, to the best of their ability, support pupils with work encouraging them to work with good levels of concentration.

Every effort will be made by staff to ensure that work is set promptly. Should accessing work be an issue, parents should contact school promptly and alternative solutions may be available. These will be discussed on case-to-case basis.

Our 'Acceptable Use Policy' which includes e-safety rules applies when children are working on computers at home.

6. Roles and responsibilities

Teachers

The School will provide training sessions for staff on how to use our online resources.

When providing remote learning, teachers must be available during normal school hours.

If they are unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

When providing remote learning, teachers are responsible for:

- Setting work:
 - Teachers will set work for the pupils in their classes.
 - The work set should follow the usual timetable for the class had they been in school, wherever possible
 - Teachers in Class 1 and Class 2 will be setting work on Seesaw
 - Early years will be using Tapestry.
- Providing feedback on work:
 - Reading, writing and maths work submitted by 1pm to be guaranteed teacher response and comments by 4pm.
 - All other curriculum tasks to be submitted by 3.00pm and teachers will comment by the end of the week.
- Keeping in touch with pupils who aren't in school and their parents:
 - If there is a concern around the level of engagement of a pupil/s parents should be contacted to assess whether school intervention can assist engagement.
 - Any complaints or concerns shared by parents or pupils should be reported to the Headteacher, including any safeguarding concerns. If urgent usual safeguarding referral procedures apply.

Teaching Assistants

Teaching assistants must be available during their normal school hours.

If they are unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

During the school day, teaching assistants must complete tasks as directed by their usual managers as appropriate.

The Headteacher

Alongside any teaching responsibilities, the senior leader is responsible for:

- Co-ordinating the remote learning approach across the school including monitoring of engagement.
- Monitoring the effectiveness of remote learning through regular meetings with teachers, reviewing work set or reaching out for feedback from pupils and parents
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations

Designated safeguarding lead

The DSL is responsible for managing and dealing with all safeguarding concerns. For further information, please see the Safeguarding and Child Protection Policy.

The SENDCO

The SENDCo is responsible for:

- Making sure that reasonable adjustments are made where required.
- Ensuring that pupils with EHC plans continue to have their needs met while learning remotely, and liaising with other organisations to make any alternate arrangements for pupils with SEND/EHC plans.

Pupils and parents

Staff can expect pupils learning remotely to:

- Complete work to the deadline set by teachers
- Seek help if they need it, from teachers
- Alert teachers if they're not able to complete work

Staff can expect parents with children learning remotely to:

- Make the school aware if their child is sick or otherwise can't complete work
- Seek help from the school if they need it
- Be respectful when making any complaints or concerns known to staff

Governing Body

The governing body is responsible for:

- Monitoring the school's approach to providing remote learning to ensure education remains as high quality as possible
- Ensuring that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons