Stanion C.E (Aided) Primary School

Remote Education Policy

1. Statement of School Philosophy

Stanion C.E Primary School has always strived to be creative, innovative and support our families in the best way possible to make learning purposeful. Our strategy for remote learning continues this.

2. Aims

This Remote Education Policy aims to:

➢ Ensure consistency in the approach to remote learning for all pupils (Inc. SEND) who aren't in school through use of quality Online and offline resources

➢ Provide clear expectations for members of the school community with regards to delivering high quality interactive remote learning

➢ Include continuous delivery of the school curriculum, as well as support of Motivation, Health and Well-Being and Parent support

➢ Support effective communication between the school and families and support attendance

3 .Who is this policy applicable to?

➢ A child who *(and their siblings if they also attend Stanion C.E Primary)* is absent because they are awaiting test results and is required to self-isolate. The rest of their class are attending school and being taught as normal.

➢ A child's whole class is not permitted to attend school because they, or other members of their class, have tested positive for Covid-19.

Remote learning and/or recorded work packs will be issued to families when they are absent due to Covid related reasons.

4. Content and Tools to Deliver This Remote Education Plan

Resources to deliver this Remote Education Plan include:

- Online tools for EYFS, KS1 and KS2 *(Tapestry, DB Primary, Numbots, Reading Eggs, Times- Table Rock Stars, Spelling Frame).*
- Microsoft TEAMS access for remote learning
- Phone calls home
- Printed learning packs
- Physical materials such as story books and writing tools
- Use of BBC Bitesize, Oak Academy, Reading Eggs, DB Primary, Numbots, Times-Table Rock Stars.

5. Home and School Partnership

Stanion C.E Primary 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.

Stanion C.E Primary School will provide support guides for parents on how to use DB Primary as appropriate and where possible, provide personalised resources. Each child has a Microsoft TEAMS account and the class teacher will contact the family to discuss access to 'live' lessons.

Where possible, it is beneficial for young people to maintain a regular and familiar routine. Stanion C.E Primary 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.

All families to sign an 'Acceptable Use Policy' at school which includes online-safety rules.

The school will endeavour to provide a laptop/tablet to any children who have difficulty accessing the internet at home.

6. Roles and responsibilities

Teachers

To note: the suggested responsibilities below relate to where a whole class is isolating and would be reduced when it is fewer children isolating and the majority of the class are in school.

Stanion C.E Primary School will provide a refresher training session and induction for new staff on how to use DB Primary and Microsoft TEAMS.

When providing remote learning, teachers must be available between 8:45am and 3:15pm.

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

- o Weekly/daily work will be shared via 'live' lessons on Microsoft TEAMS, DB Primary and/or printed learning packs.
- o Teachers will be setting work on Microsoft TEAMS and *DB Primary.* Hard copies of work will be provided for families with no access to DB Primary or those who express a preference for class packs of work.
- Providing feedback on work:
  - o Reading, writing and maths - all completed work (submitted by 1pm) to be marked/teacher feedback daily.
  - o All curriculum tasks submitted by 3.30pm and teachers will comment at the end of the week
- Keeping in touch with pupils who are not in school and their parents:
  - o If there is a concern around the level of engagement of a pupil, parents to be contacted via phone to access whether school intervention can assist engagement.
  - o Any complaints or concerns shared by parents or pupils should be reported to a member of SLT– for any safeguarding concerns, refer immediately to the DSL

Teaching Assistants

Teaching assistants must be available between 9am and 3:15pm.

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 the Head Teacher or the class teacher.

Senior Leaders

Alongside any teaching responsibilities, senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school inc daily monitoing 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.

IT Technicians

IT technicians are responsible for:

- Fixing issues with systems used to set and collect work

- Helping staff with any technical issues they are experiencing

- Reviewing the security of remote learning systems and flagging any data protection breaches to the data protection officer

The SENCO

Liaising with the ICT technicians to ensure that the technology used for remote learning is accessible to all pupils and 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 the headteacher and other organisations to make any alternate arrangements for pupils with EHC plans and IHPs

Pupils and parents

Staff can expect pupils learning remotely to:

- Complete work to the deadline set by teachers

- Attend live lessons through Microsoft TEAMS.

- 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 unable to complete work

- Seek help from the school if they need it

- Be respectful when making any complaints or concerns known to staff

Governing Board

The governing board 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

7. Links with other policies and development plans

This policy is linked to our:

- Safeguarding and Child Protection Policy
- Behaviour policy
- Data protection policy and privacy notices
- Online safety/acceptable use policy

Monitoring and Evaluation

The Headteacher is responsible for ensuring that Remote Learning is delivered in line with this policy.

Monitoring and evaluation of the implementation of this policy is the responsibility of the Board of Governors.

This policy was reviewed by Governors on Thursday, 14th December 2023

Next Review – December 2024

Signed by Chair of Governors …………………………………………….. Date…………………………..

Signed by Head Teacher _____ Date_____.