

Queensgate Primary School

Remote Learning Policy



Date of Policy	Date approved by Governing Body
Autumn 2020	Autumn 2020

REVIEW SCHEDULE			
Date of next Review	Date reviewed by Governing Body	Change previous document (Y/N)	Date circulated (if changes)

Home learning and Remote Learning

Homework is additional learning organised by the school whilst the school is operating normally.

Remote Learning arrangements are to be used in the event of school having to send pupils due to infection. For pupils who need to work at home and those who are isolating, the school will do all that it can, within its resources, to ensure that they can learn successfully at home. The school will consult the latest advice provided by the DfE and if and when it needs to, enact the intentions set out in this policy.

INTENT

This Remote Learning 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 where necessary, offline resources.
- Provide clear expectations to members of the school community with regards to the delivery of 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.

IMPLEMENTATION

Resources to deliver this Remote Education Plan include:

- Online tools (see year group specific Remote Learning Information)
- Use of Recorded video e.g. Oak Academy, BBC Bitesize
- Phone calls home
- Printed learning packs (for those without internet access)
- Physical materials such as writing materials

The detailed Remote Learning Information, sample timetable (as required), recommended websites and other resources can be found on the school website.

The school has an 'Online Safety Policy' which includes e-safety rules as well as a 'Video Conferencing Code of Conduct' and Behaviour Policy. These apply when children are working on computers at home.

Queensgate 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.

Where possible, it is beneficial for young people to maintain a regular and familiar routine. The school will provide a model timetable but it is understood that many families will need to vary from the timetable to fit in with their own needs and requirements. Rigidly trying to stick to a timetable which does not work for an individual family is likely to cause stress and be counterproductive to engagement.

Roles and responsibilities

When providing remote learning, **teachers** are responsible for:

- Setting work and assignments so pupils have meaningful and ambitious work each day and in a number of different subjects.
- Gauging how well pupils are progressing through the curriculum, using suitable tasks. As a result, teachers adjust tasks or simplify explanations to assist pupils' understanding.
- Feeding back to parents and pupils during the normal hours of the school day, Monday – Friday.
- Monitor pupil engagement and contact parents, where required, to assist engagement.

Teaching Assistants must be available during their normal working 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 a member of the SLT.

Senior Leaders are responsible for:

- Co-ordinating the remote learning approach across the school
- Providing training to staff on the use of online tools
- Monitoring the effectiveness of remote learning
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations

The **Inclusion Manager** is responsible for ensuring Remote Learning is accessible to SEND pupils and that reasonable adjustments are made where required.

Pupils and parents are responsible for:

- Ensuring work is completed (unless child is unwell)
- Seeking help, if they need it, from teachers
- Alerting teachers if they're not able to complete work e.g. illness
- Use recognised communication channels ie queries relating to children's work and other issues using the school's office email (admin@queensgate.stockport.sch.uk)

IMPACT

This policy sets out the intent and guidelines that will underpin the school's actions if there is a need for pupils to work remotely and remain at home due to an outbreak of CV19 or in the event of a local or national lockdown. The working details of the policy may need to be revised at the time of need so that they can address the particular circumstances of that emergency. The prime intention of the school is that pupils will continue to be educated on site unless it becomes unsafe to continue. If this policy needs to be enacted, it is expected that all parents and the school will work together in partnership to resolve any problems that need to be overcome. Where this policy is effective, children's learning will continue remotely.

Queensgate Primary School – COVID Remote Education Plans

The plan below is based on current DFE guidance to schools. This guide is for Y1- Y6 parents/ carers in the event of a class, group or small number of pupils needing to self-isolate, or if there is a local lockdown requiring pupils to remain at home. Separate information will be provided via email for our Reception pupils.

Scenario and related absence	Remote education (Year 1 – 6)
My child or someone in the household has Coronavirus symptom/s. Coronavirus test takes place. Coronavirus test is negative and my child has not yet been fever free for 48 hours.	We will offer remote learning where your child is absent from school with a COVID related symptom. If your child feels well enough to engage with the learning, please let the office know and resources will then be uploaded to your child's Seesaw account. Maths: Resources will be uploaded to Seesaw relating to the Learning Objective that is being covered in class at that time.
My child has been in close contact with someone who has tested positive for Coronavirus. They should not come to school for 14 days. The rest of their bubble will be taught as normal.	English: Writing: Tasks will be uploaded to Seesaw as appropriate. Reading: Reading Planet books will be allocated online OR extracts from the Class text with related comprehension questions. Spelling: A PDF with activities relating to your child's weekly spellings will be uploaded to Seesaw.
My child has Coronavirus symptom/s and is tested. Coronavirus test is positive. They should not come to school for at least 10 days after the positive test result and has been fever free for 48 hours.	Science: Resources relating to the Science topic that your child is learning about this term will be uploaded to Seesaw. Topic (History/ Geography): Resources relating to the History/ Geography topic that your child is learning about this term will be uploaded to Seesaw.
My child's bubble is forced to quarantine as there is a confirmed case within the bubble. They should not come to school for 14 days (unless PHE advised otherwise).	A suggested timetable for the day will be uploaded onto Seesaw by 8.00AM at the latest. You may choose to use this to structure your child's learning. There will be a daily online Google Meet session for your child and a group of their peers. The session will provide guidance, feedback and an opportunity for the children to connect with each other. Maths: Resources will be uploaded to Seesaw and will follow on from the learning that has recently taken place in school. English: Writing: Tasks will be uploaded to Seesaw. Reading: Reading Planet books will be allocated online OR extracts from the Class Text with related comprehension questions. Spelling: A PDF with activities relating to your child's weekly spellings will be uploaded to Seesaw.
My child's bubble is isolating because the class teacher has Coronavirus.	Science: Resources relating to the Science topic that your child is learning about this term will be uploaded to Seesaw. Topic (History/ Geography): Resources relating to the History/ Geography topic that your child is learning about this term will be uploaded to Seesaw. Tasks that the children complete at home can be uploaded to Seesaw as written/ audio/ video responses. Staff will provide feedback to the children on Seesaw between 8.45AM and 3.15PM. If your child has an EHCP (and they would not normally access the core curriculum for their year group), additional and different tasks will be provided. Regular phone contact will be made by the Inclusion Manager /class teacher. Learning should be the same as above (subject to capacity).