

# REMOTE LEARNING PLAN

**Academic year 2020/21**



## WHY?

A remote learning policy needs to be in place for children who are not in school as a result of a phase having to isolate after a positive coronavirus test result for a pupil/ pupils within the phase. The policy aims to ensure consistency in our approach to remote learning so that all pupils within that phase have access to quality educational provision whilst being away from school.

## HOW?

The remote learning policy will set out expectations for all members of the school community with regards to remote learning to ensure clarity and consistency. A three tier plan will be in place co-ordinated by members of the Senior Leadership Team to allow for any disruption to a child's learning so that learning can continue and the community can remain safe:

**Tier 1:** Individual is required to self-isolate due to a family member contracting COVID-19

**Tier 2:** Phase closure which entails all members of that bubble requiring to self-isolate

**Tier 3:** Local lockdown enforces school closure at the request of Public Health England

### Tier 1 – Individual pupil/ family isolating (Up to 14 days)

- Office staff to confirm absence of child/ children is due to a family member contracting COVID-19
- Office staff to inform HT/ DHT of absence
- HT/ DHT to liaise with class teacher to create an individual learning pack to be prepared and sent home.
- Individual learning pack to follow the planned lessons for the class for the two week's learning (Relevant pages from Power Maths book, Reading comprehension, English tasks and afternoon learning)
- Class teacher to make contact with child once per week to check in and provide additional support/feedback

### Tier 2 – Phase closure (Self- isolate for 10 days)

When providing remote learning, **Class Teachers of that phase** will:

- Set a task for each of the following subjects per day: reading, writing, maths and topic linked to year group curriculum or appropriate learning to match the requirements of our EYFS. Planning that would have been used in class to be used to support remote learning and Cornerstones used to support topic planning to ensure continued coverage of year group curriculum

**LOVING, GROWING and SUCCEEDING TOGETHER**

- Learning resources to be uploaded by 10.00am on the day after closure for the week ahead via the school website. Work will be uploaded via the useful links tab where children can access their tasks/ support for each day
- Teachers in school will record 5 minute videos that introduce the task, brief modelling/ demonstrating and an explanation of activity that has been set. Videos will be uploaded onto school website in order for children to access remotely
- Learning videos to be uploaded daily by 9.30am for that day's learning
- Provide answer sheets for each of the tasks (where applicable) to support self- marking
- Provide feedback via class email or via telephone conversations within two working days
- Teachers working from home will be available between the hours of 10-3.30pm to respond to pupils and parents via class emails and telephone calls
- Teachers to make welfare calls to children within the phase once per week to ensure they are safe and accessing work that has been set for them during the isolation period

When accessing remote learning, **Pupils and parents** will:

- Be given resources they need to support their learning at home. This includes, exercise books to complete their tasks and pencil cases containing stationary ( equipment will be replaced on return to school)
- Support children to access home learning resources via the school website and complete these in their given exercise books. This will be reviewed by the class teacher at the end of the 10 day isolation period and feedback provided in line with parent wishes
- Contact the class teacher via class email addresses with any questions, queries or concerns which will be responded to within two working days

### **Tier 3 – Local lockdown enforces school closure**

If the local area is deemed high risk and, on the advice of Public Health England, schools have to close for a period of time, the school will build on the Tier 2 plan and roll this out across the whole school as detailed above.

In addition -

- In the event of whole school closure, school staff will make regular welfare calls to classes. Each family to be contacted once every two weeks. For some children, more regular contact will be made via the Community and Well-being leader.

## **Remote learning – Teacher guidance**

### **Keeping devices secure:**

All staff members will take appropriate steps to ensure their school devices remain secure. This includes, but is not limited to:

- Keeping the device password-protected – strong passwords are at least 8 characters, with a combination of upper and lower-case letters, numbers and special characters (e.g. asterisk or currency symbol)
- Making sure the device locks if left inactive for a period of time
- Not sharing the device among family or friends
- Installing antivirus and anti-spyware software
- Keeping operating systems up to date – always install the latest updates