

Blackpool Aspire Academy 2023 - 2024		Remote Learning Policy
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Introduction

Attendance is mandatory for all pupils of compulsory school age. Schools should consider providing remote education to pupils in circumstances when in-person attendance is either not possible or contrary to government guidance. This policy applies to circumstances where:

a. the Academy is anticipated to be closed for a period longer than 1 day because (e.g.) the Academy is inaccessible, key systems or utilities have failed, or an order by a regulatory authority requires the Academy to close. The Academy will do all that it reasonably can to continue to deliver educational services, by using various technologies and online services to enable remote teaching and learning.

b. In circumstances where the Academy is able to remain partially open with reduced staffing it will aim to run a teaching programme (albeit restricted) for pupils who attend the Academy. Teaching staff will ensure that work is available for pupils to access at home via Google classroom.

Online safety is paramount in the revised delivery of teaching and learning materials during these unprecedented times. Due to differences in individual circumstances teachers will design teaching and learning activities that are focussed on the recall of previously delivered content and the introduction of new subject content. Teaching staff will be available for contact to help reduce the possible misconceptions that can arise. As a result, Aspire Academy has created a limited number of pathways to support students, parent/carers and teachers:

- All students at Aspire are aware of Google Classroom as it is used routinely within the Academy's curriculum
- Home Learning guidance and resources are accessible via the academy's website
- Google classroom tasks have been set for a number of subjects where appropriate
- Central email addresses for students, parents/cares to contact teaching staff to request further support.

Before setting online tasks teaching staff should remind themselves of the following questions:

- What might be going on at a student home? Is everyone well?
- Home schooling is a new and challenging phenomenon for the majority of people and there could be a number of siblings. How might the family be interacting at home?
- Do students have a computer/access to the internet? What data usage limits may exist?
- If yes, is this needed for those adults who may be working from home?
- What are the expectations? How can students be supported to follow their timetable each day?
- If we start contacting parents/carers with expectations of interaction what could change at home?
- We have provided workbooks for students; how could we support this further?

Continuity of Learning

During a partial school closure or full closure pupils at home must:

- Be available during the hours of the normal school day (8:40am and 3:00pm) each day to complete work set on Google Classroom.
- During a partial school closure or full closure teachers will be available during their assigned lesson times to answer questions via the comment section in Google Classroom (please visit <https://www.blackpoolaspireacademy.co.uk/guide-to-home-learning> or email remotelearning@aspire.fcat.org.uk for further support on this)
- Submit completed work by the deadline set by the class teacher
- For pupils that have specific adjustments as confirmed by the Attendance leads at the academy and well enough to work, they should access tasks via Google Classroom and submit it to the class teacher to support them in maintaining progress with the curriculum being delivered in school
- Work on their subjects at the times specified on their daily timetable.

Setting of Work

Details of remote education provision: information for parents/carers can be found here <https://www.blackpoolaspireacademy.co.uk/guide-to-home-learning>. All year groups will use the Google Classroom to push out details regarding learning activities for students, set assignments and provide access to teacher presentations and spellings. Additional information will be provided on the academy website. We would ask parents to ensure that their children continue reading.

In order to support their child, parents should:

- Make themselves aware of their child's Google classroom environment and lesson timetable
- Ensure that students logon at the correct time and follow their timetable
- As far as possible ensure access to a computer/smart device or network
- As far as possible provide a quiet and formal place for students to work
- Use our support email (remotelearning@aspire.fcat.org.uk) if you or your child have issues accessing the work

Revision and Practice Books

Online tasks set by teachers will be routinely set however these may enable students to make use of the revision and practice books. It would be mindful to appreciate that some students may be spending a significantly increased amount of the day in front of screens, as they seek ways to communicate with family and friends or for home entertainment purposes therefore some tasks may be set away from the screen.

Home Learning via the Academy's website and Google Classroom

A student, parent/carer guide to Home Learning is available within the remote learning section of the academy's website <https://www.blackpoolaspireacademy.co.uk/guide-to-home-learning>. The subject areas provide access to the Google classrooms which will include a range of tasks and websites that have been selected by teaching staff in line with the academy's online safeguarding policy to support students' learning. These educational websites include a mix of resources including access to educational videos, questions, quizzes and wider revision materials.

Behaviour and conduct

All pupils are expected to conduct themselves online and on Google Classroom spaces in the same way that they are expected to do in school. The School's relevant policies e.g. Behaviour, Staff Code of Conduct etc. will remain in force. Should students not submit their

work on time they will be asked via the 'private comment' option as to reasons why and students producing exceptional work will receive extra Class Charts points.

Safeguarding

The safeguarding of both pupils and staff must be maintained in remote spaces. All the same policies, rules and guidelines remain in place and adherence to all statutory guidance is required.

Behaviour and Conduct on Google Meet

Before using Google Meet

For teachers and staff

When lessons are taught live, through Google Meet, teachers are advised to sit against a neutral background, avoid recording in bedrooms and dress appropriately (business dress). Check that any other tabs you have open in your browser are appropriate for a child to see, if you are sharing your screen.

Staff may have their cameras switched on or off but must ensure their background is blurred and they record the whole session.

The holding screen must be displayed before the live lesson begins. The holding screen has a list of acceptable use statements as the children enter the session. It is advisable that staff have the slide ready five minutes before the session.

Staff must be the **first** to log in so they have all the privileges to mute and remove children if necessary. They must also ensure they are the **last** to leave the session.

For students

Make sure the students are in a shared space in their house, rather than a bedroom and wearing appropriate clothing. Ask parents to be mindful that other children may hear or see them and anything in the background. Children must put their microphones on mute on entry and not use the commenting box unless asked by the member of staff. Cameras will remain switched off unless directed otherwise by the staff member.

Online Safety

In accordance with its Online Safety Policy the Academy will deal with online safety incidents in accordance with the procedures outlined in the policy. We will, where known, inform parents of incidents of inappropriate e-safety behaviour that take place out of school.

Online Education – Parents/Carers

Many parents and carers have only a limited understanding of online safety risks and issues, yet they play an essential role in the education of their children and in the monitoring/regulation of the children's on-line experiences. Parents/carers often either underestimate or do not realise how often children and young people come across potentially harmful and inappropriate material on the internet and are often unsure about what they would do about it. "There is a generational digital divide". (Byron Report).

Internet Security

When accessing web sites and before entering any personal information you can ensure the link to that site is secure if:

- There is a padlock symbol in the browser window frame, that appears when you try to log in or register.
- The web address begins with 'https://'. (The 's' stands for 'secure').

Assuming these are in place you have accessed a site where the owners have been issued with a digital certificate by a trusted third party. This suggests that information being transmitted is encrypted and protected from being intercepted by their parties. However, a certificate is no guarantee that the owner of the site you are communicating with is who you intended to communicate with so always carefully check the web page address to confirm its authenticity. A skilled developer can easily clone a real web site and use it for malicious or fraudulent.

Here are some simple tips to follow if your common sense tells you something doesn't feel right about a site you are accessing:

- Check there is a padlock in the browser window or 'https://' at the beginning of the web address, if not do not enter personal information
- Check for an email, contact number and/or postal address – if in doubt contact them directly to ensure they are authentic
- Check the web site address – look for typo's, misspellings, digits and characters that are incorrect
- Web search any site you are suspicious about to see if others have identified it is fraudulent or malicious

This is by no means an exhaustive list of things you should be on the lookout for or steps you can take to protect yourself. Seek advice if you have any doubts!

Additional advice for staying safe online

<https://www.nspcc.org.uk/keeping-children-safe/online-safety/>

<https://www.saferinternet.org.uk/advice-centre/parents-and-carers/resources-parents-and-carers>

Notifying Parents

The School will keep parents advised of progress towards re-opening the School and returning to normal arrangements. Please check text messages, emails and the website for updates.

All children have been given all their login details for any other online education platforms that their teacher is using. If you are struggling with any of these, please email remotelearning@aspire.fcat.org.uk if you need any further support, our 'How To' guides are available on the website: <https://www.blackpoolaspireacademy.co.uk/guide-to-home-learning>

This document will be reviewed on an annual basis by the Assistant Headteacher for Teaching and Learning and the Headteacher.

Signed by:

John Woods

Headteacher

Date: 1st September 2023
