



	Remote Learning Our Approach
Accessibility	<p>The following will be implemented:</p> <ul style="list-style-type: none">• Microsoft Teams and Class Notebook will be used as our on-learning platforms to provide home learning remotely to all pupils who are accessing from home.• Class dojo will be used to communicate with parents for any individual questions or queries.• All pupils will have an email address and unique passcode.• Information will be sent out to parents/carers of how to upload Microsoft Teams (crib sheet), this will include instructions of how to access Microsoft Teams.• Training will be provided to all staff (teachers and support staff) and CPD will continue to ensure everyone is confident to use Microsoft Teams and Class Notebook.• Families who do not have access to online learning will be offered the loan of an IPAD/ device to be used for the duration of remote learning at home. The IPAD/ device will be returned to school when the pupil comes back to school. The teacher will contact the parent/carer via class dojo / telephone if further support is required.• All pupils will be taught how to access Microsoft Teams (logons/passwords) from EY to Y6.• All pupils will have access to assignment channels to access learning and will be taught how to access the learning.• KS2 to have homework tasks put onto Class Notebook when in school (this will be dependent up on the task.)• In the event of a closed class bubble pupils who do not have access to a device at home to be identified and provided with an IPAD / laptop (this is dependent on numbers available in school) for the duration of self-isolation.



Routines	<ul style="list-style-type: none">• Timetable will broadly follow what is taking place in school and shared with remote learners by 8.45am daily.• Teachers will review timetables to ensure a broad and balanced curriculum.• Live teaching will take place for remote learners for the minimum of 3 hours per day in KS1/EY and the minimum of 4 hours per day in KS2.• Live Learning will take place between 9.00am – 3.15pm. This will include breaks / opportunities for feedback.• Subjects will be introduced remotely, and pupils will be provided with a set time to complete tasks independently.• Teacher to keep an open channel for questions and to support individual pupils if appropriate dependent upon the task and age of the child.• Staff members working from home to ensure home environment is for purpose and meets safety guidelines.• FSM Pupils who are self-isolating and/or remote learning to be provided with FSM or vouchers.
Curriculum	<p>Consider:</p> <ul style="list-style-type: none">• Curriculum has been reviewed and adapted to support remote learners.• Remote learning timetable will reflect Buckingham Primary Academy curriculum• Pupils with EHCPs to be provided with support from 121 as set by the teacher and support from the SENCo. Activities to meet the needs as stated in EHCP.
Communication and feedback	<ul style="list-style-type: none">• Teachers to keep a daily record pupils who are engaging with remote learning.• Attendance Team/ Wellbeing Team and /or class teachers to contact pupils daily who are not accessing remote learning to find out the reason why.



	<ul style="list-style-type: none">• Teachers to have direct contact throughout the day (see timetables) but have times set when learning is not live.• Wherever possible, staff should not be expected to respond to communications received from parents and families beyond their normal working hours.• Concerns and /or complaints from parents/carers should be referred to the appropriate member of SLT. Safeguarding concerns see the Safeguarding Policy refer to the DSL (Designated Safeguarding Lead).• Behavioural issues - Parents / carers will be contacted by the class teacher via class dojo. Follow up phone call by a member of staff if pupil is not engaging. Member of SLT to be notified if it continues.• Teachers to provide timely feedback for remote learners and assess progress. (see Remote Learning Policy).
Remote Learning Etiquette	<ul style="list-style-type: none">• Live teaching to be recorded if a member of staff is working alone.• Staff should adhere to the school's dress code when working from home• Staff should avoid areas with background noise and ensure there is nothing inappropriate in the background.• Consideration will be given to the background 'wallpapers' if recording is done at home.
Preparing a space for your child to learn	<ul style="list-style-type: none">• Do find somewhere quiet in your house with few distractions such as: pets, mobile phones,• Do make sure that your child is up, ready and dressed appropriately for the start of the day – remember learning has been moved from school to home but it is important that children are ready.• Do make sure your child has breaks for having a drink of water, go to the toilet and fresh air.• Do make sure your child follows the daily timetable set at the start of each day.• Do make sure your child has a water bottle to hand and not to be drinking fizzy or sugary drinks• All microphones to be muted until directed by the teacher.• Do make sure there is nothing inappropriate in the background when the camera is turned on.• Do not worry if the technology does not work the first time it is a new way of learning for everyone.• Do make sure you contact the school if your child's device is not suitable – we can help.



	<ul style="list-style-type: none">• Do remember your child's class teacher is teaching in school and remotely at the same time – be patient we are all learning at the same time. There will be set times in the day when your child should be working on independent tasks.
Leadership	<ul style="list-style-type: none">• Staff meeting dedicated to providing time to share ideas. Use the expertise of staff within the school to support others with remote learning.• Staff working from home to maintain contact with the school – staff briefings, staff meetings, member of SLT to maintain contact with staff member/s.• Evidence on Teams / Class Notebook.• SEND / LAC / Vulnerable pupils/ pupils with allocated social workers – SENCo / DSL to have oversight and provide support to staff.• Overview of the curriculum – Principal / Vice Principal to maintain oversight.• Remote learning champions identified within school.• Teachers to share ideas during staff meetings.• Share expertise from other academies within the Trust.