| Hambleton Primary Academy

2020 - 2021 | | Remote Learning Policy |

Introduction

This policy applies to circumstances where:

      a. the School is anticipated to be closed for a period longer than 1 day because (e.g.) the School is inaccessible, key systems or utilities have failed, or an order by a regulatory authority requires the School to close and/or a significant number of people to self-isolate. The School 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 School is able to remain partially open with reduced staffing it will aim to run a teaching programme (albeit restricted) for pupils who attend school. Teaching staff will ensure that work is available for pupils to access at home via Google classroom.

      c. A proportion of the student body is self-isolating. In order to mitigate against disruption to learning teaching staff will ensure that work is available for pupils to access at home via Google classroom.

Continuity of Learning

During a partial school closure or full closure and for pupils that are self-isolated, pupils at home must:

- Be available during the hours of the normal school day (08:40- 15:15) to complete work set on Google Classroom. Teachers will be available during their assigned lesson times to answer questions via the comment section in Google Classroom. (https://hambletonprimaryacademy.co.uk/remote-learning/how-to-guides for further support on this)
- Submit completed work by the deadline set by the class teacher.
- Work on their subjects at the times specified on their daily schedule, set by the teacher.

In order to support their child, parents should:

- Make themselves aware of their child's Google classroom environment and lesson schedule.
- Ensure that students logon at the correct time and follow their schedule
- 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 form (https://hambletonprimaryacademy.co.uk/remote-learning/support/) if you or your child have issues accessing the work

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 onto reasons why and students producing exceptional work will receive extra Dojo 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

For teachers and staff

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

For children

Make sure the children are in a shared space in their house, rather than a bedroom. No pyjamas either. Or alternatively create a holding slide, which can be displayed highlighting that the rules which need to be adhered to before a live lesson. Ask parents to be mindful that other children may hear or see them and anything in the background.

Online Safety

In accordance with its Online Safety Policy the School 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.

Notifying Parents

The School will keep parents advised of progress towards re-opening the School and returning to normal arrangements. Please check Parents and Website for update

Setting of Work

All year groups will use the Google Classroom to push out details regarding learning activities for children, set assignments and provide access to teacher presentations and spellings; children in all year groups have access to the TT Rockstars for their Times Table activities. They will also have access to Bug Club system for their reading activities. We would ask parents to ensure that their children continue reading

All children will also 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 complete out support form at:

https://hambletonprimaryacademy.co.uk/remote-learning/support/ If you need any further support, our 'How To' guides are available on the website:

https://hambletonprimaryacademy.co.uk/remote-learning/how-to-guides/ This document will be reviewed on a termly basis by the Remote Learning Lead and Headteacher.

Signed by:

Holly Wood   Date: 6th October 2020