



Remote Learning guidelines	Led by H Carpenter
	2021
	Links with: Safeguarding Our Healthy Curriculum

Specific Aims

- To outline our approach for pupils who will not be attending school, as a result of government guidance or the closure of a class.
- To outline our expectations for staff that will not be attending school due to self-isolation but that are otherwise fit and healthy and able to continue supporting with the teaching, assessing and planning for pupils.
- To outline our expectations for staff that will not be attending school due to self-isolation with illness.

When will this plan be used?

Every child is expected to attend school from September 1st 2022. In line with government guidance, pupils, staff and families should take a lateral flow or PCR test if they display any of the following symptoms:

- **A continuous, dry cough**
- **A high temperature above 37.8**
- **A loss of, or change to, their sense of smell or taste**

They should self-isolate if they:

- **Have returned a positive result for Covid-19 on either test. Those using lateral flow tests should perform a follow up PCR test to confirm whether they must isolate following government guidance.**
- **Have been on an overseas trip and on return need to quarantine (government led).**

This plan outlines expectations for a class or partial school closure rather than individual cases. Individual pupils who are isolating will be supported on a case by case basis, primarily with the use of 'paper packs' which mirror the work being taught to the rest of the class in school in addition to online learning resources that are permanently available for families to access on the school website.

Curriculum

The Mease Federation is very aware that there has been much disruption to children's education and we are therefore committed to ensuring that all children continue to receive a quality education should the need for remote learning arise. Our approach includes a blend of paper resources, online learning including video introductions or instructions and resources available through online learning platforms such as:

- Oak National Academy
- BBC Bitesize
- White Rose Maths
- Times Table Rockstars
- Class Dojo
- Espresso
- BBC Supermovers
- Mymaths
- Classroom Secrets
- Planbee

The governors and leaders at The Mease Federation are fully aware that these are exceptional times and each family is unique and because of this we will approach remote learning in a way which suits their individual needs. We realise that the circumstances that cause our schools to close will affect families in a number of ways and in our planning and expectations, we are aware of the need for flexibility from all sides.

We want every child to have equal access to learning during self-isolation periods and therefore we don't deliver 'live lessons' via, for example, Microsoft Teams or Zoom because:

- Broadband connection is so unreliable at both schools and homes in the villages.
- Not all pupils will be 'learning' at the same time due to sharing devices with siblings and parents, carers and guardians completing their own work from home.
- Parents, Carers or Guardians may have two or more children trying to access technology and may need to prioritise the needs of young people studying towards GCSE/A Level accreditation.
- With the exception of some occasional 'catch up' meetings with the oldest children, we don't consider this approach to be the best way to meet all of our primary age pupils' needs.

The remote learning set for children will be in line with the learning that would take place in the classroom so teachers will provide resources that deliver the main aspects of the curriculum. An overview of the daily and weekly sequence for each class is detailed below.

Class 1

Daily - Phonics, English, Maths and Reading for Pleasure

Weekly - Science, History/Geography, RE/PSHE, Spelling, Art/DT Activity, Wellbeing

Class 2

Daily - English including SPAG, Maths and Reading for Pleasure

Weekly - Science, History/Geography, RE/PSHE, Art/DT Activity, Wellbeing

Class 3

Daily – English including SPAG, Maths, Reading for Pleasure

Weekly – Science, History/Geography, RE/PSHE, Art/DT Activity, Wellbeing

The remote learning set by the teachers will follow a learning sequence so that the children can continue to access their relevant curriculum and maintain their progress. Teachers will provide adapted learning resources for children with additional learning needs, i.e. SEND or where English is an additional language in line with their Personal Learning Plan targets.

Teacher expectations

Teachers will plan lessons that follow a teaching sequence for their class and will provide resources to support tasks for home learners. Should remote learning need to be set for a whole class/bubble, the work for the week in English, Maths and other subjects will be posted onto the class section of the school website & Class Dojo pages or sent by email (cloud) as soon as is reasonably possible and depending on the circumstances. All children will have:

- **Website links** needed to access home learning resources along with a brief overview about the learning for that week. This will include reference to daily tasks for relevant subjects.
- **A Remote Learning pack.** This includes a **Remote Learning Passport** containing all usernames and passwords and a **Remote Learning Book** to record all remote learning.
- **Worksheets to accompany lessons** that will be available to view online for children to record in their Remote Learning Book.

Staff will add these resources to their class section on the website and Class Dojo pages and it will be the responsibility of families to print these resources at home if required or contact the school to ask for a 'paper pack' if there is no access to view or print in the home. (The packs will be available for collection via a box outside of the office to enable social distancing). It should be noted that all work should be recorded in the Remote Learning Books and that there is no requirement to print and record on worksheets.

Teachers will respond promptly, within reason, to requests for support from families at home. This should be done via the class teacher's email address if possible. Other non-urgent communication between staff and parents can be made via the class teacher's email address, Class Dojo messages or by telephone via the school office.

Family (pupils, parents, carers, guardians)

- Parents, Carers and Guardians have responsibility for updating school with accurate information (contact telephone numbers, email addresses, any issues regarding home access to a computer/laptop/printer)
- Where possible, it is beneficial for young people to maintain a regular and familiar routine. The Mease Federation recommends that each 'school day' maintains structure. A suggested timetable will be made available on the relevant class web pages, Class Dojo and Remote Learning Passport as a guide. This includes daily reading for pleasure.

- If a class is isolated, the children should use their Remote Learning Book to record their remote learning at home which we will arrange to be brought back into school when it is safe to do so.
- We encourage parents, carers and guardians to support the children's work, by viewing together the work that has been set, and then making plans to complete the work. This can include finding an appropriate place to work and, to the best of their ability, supporting the children with their work, encouraging them to work with good levels of concentration.
- Every effort will be made by staff to ensure that work is set promptly on appropriate platforms but school cannot guarantee that the chosen platforms will work on all devices. Should accessing work be an issue, parents, carers and guardians should contact the school promptly and alternative solutions will be made available (e.g. paper copies of work).

Remote teaching for staff who are self-isolating

Teaching staff are required to self-isolate if they show symptoms outlined at the start of this policy.

If a member of staff is required to self-isolate:

- They are expected to follow the normal reporting procedure for planned absence.
- They are expected to get tested. (Should a staff member be tested it is expected, as per national guidance, to share the result of this test with school so that the appropriate plans can be made.)
- Another member of staff will assist with the preparation of the remote learning sequence if the absent class teacher is not well enough to do this. (Communication with school, parents, carers and guardians and the undertaking of planning during this time will not happen until the teacher is fit to work.)

Keeping in touch with pupils who are not in school

- Once a week, class teachers will phone each family for a well-being check. This weekly phone call will last no longer than 10 minutes.
- If home or school has concerns about the amount of remote learning a child is completing, this will be discussed with the pupil and their parent, carer or guardian where appropriate.
- The only reason for teachers not to complete a phone call would be due to their own illness and in this instance another member of the school staff will contact the family on their behalf.
- When a teacher makes a call, they must log that the call has been made along with any key information. A generic log sheet will be used and these will be retained and filed in the school office.
- **Any safeguarding concerns MUST be reported to the:**
Designated Safeguarding Lead (DSL) Ms Claire Evans or
Deputy DSL Mrs Helen Carpenter (Mary Howard) or
Deputy DSL Mrs Jo Bennett (St. Andrew's)
immediately and logged on the usual yellow, safeguarding concerns form.

- If a call is made to the family home and there is no answer, a message must be left if this facility is available and this should also be logged.
- All phone calls will be made during normal school hours. (Mon-Fri only).
- Completed remote learning can be sent back to school through the messages tab on the Class Dojo page where applicable and verbal feedback will be given during the weekly phone call.

Monitoring arrangements

This policy will continue to be reviewed across the year.

Links with other policies

Safeguarding

Our Healthy Curriculum