

Continuity of Education Plan: Remote Learning Plan

	Provision	Actions	Who	When
Provision via general change to working practice	<p>All homework will be set as remote on-line learning with platforms which ensure quick feedback to pupils and teachers which can be used to forward progress: MyMaths; Kahoots; MyOn; Bedrock; Spelling Shed; SATs companion; Diagnostic questions; SENECA.</p> <p>School will hold a stock of devices which can be used by pupils working at home. School will hold enough should the school community isolate. (appropriate devices do not include mobile phones) Demand will be ascertained through surveying parents.</p> <p>Year 6 ICT lessons have increased to once per week (from once per fortnight) with a focus on readying for remote learning – pupils will be fully aware of passwords; processes for saving work and email systems as well as class-charts and accessing remote learning</p>	<p>Check pupil access to ICT and internet.</p> <p>Ensure a stock of units to provide for children isolating at any time who do not have access</p> <p>Ensure training for staff on assessment tools – on-line which can be used for homework.</p> <p>Year 6 ICT curriculum to be adapted to ensure readiness for remote learning. (Also include pupils with Yr7 and 8 who may require additional support)</p> <p>Check suitability of websites</p>	<p>AL</p> <p>DC/JA</p> <p>NR</p> <p>JM</p> <p>JM</p>	<p>16/07/20</p> <p>7/09/20</p> <p>7/9/20</p> <p>21/9/20</p> <p>11/9/20</p>
Isolating staff	<p>Staff working remotely will provide lessons via teams to be transmitted into the classroom. An adult will be in the room to supervise pupils and work under the remote direction of the teacher.</p> <p>Resources will be sent to the supervising adult who will ensure they are available in lessons.</p>	<p>Teams training for all staff (Trust wide)</p> <p>Follow up training for staff</p> <p>Set up link system for absent staff</p>	NH	7/9/20
Isolating individual Pupils	<p>Website link will allow self-isolating pupils to access the same work as those in school. Folders to be set up for each subject; year group and then week with resources and video links.</p> <p>Year group linked HLTAs to be contact families of children self-isolating each day to check in on welfare and access to learning. Initial call should ascertain access and what needs to be delivered home. Subsequent days should be Teams sessions so that active learning support can be given. In addition, each isolating child should have one session per week on English and Maths with direct input.</p> <p>HLTAs to ensure access support for children with SEND and adapt as required.</p> <p>Some subjects to trial Teams engagement with live streamed lessons.</p>	<p>Set up website links</p> <p>Create checklist for first day contact call</p> <p>HLTA timetables to include remote learning support sessions.</p> <p>Subject leaders to be trained on uploading work for isolating pupils.</p> <p>English to trial Teams 'live streamed' lessons for isolating pupils.</p> <p>Create provision for 'delivering' paper resources to children without capacity to print at home. (Must comply with social distancing guidance)</p>	<p>NH</p> <p>OS</p> <p>JM</p> <p>NH</p> <p>NH</p> <p>AL</p>	<p>11/9/20</p> <p>11/9/20</p> <p>10/9/20</p> <p>14/9/20</p> <p>25/9/20</p> <p>25/09/20</p>

		<p>Training for HLTAs on remote teaching lessons</p> <p>Pupils to be taught how to access Teams in ICT lessons.</p> <p>Create written/video guidance on how to invite pupils to a Teams lesson.</p>		
Bubble isolation/Tier rotations	<p>All lessons will move to Teams remote lessons, and resources will be available on the school website. As most staff teach within a Year group team, staff can deliver learning from home.</p> <p>Remote staff to deliver paper resources to families requiring it as specified by the survey. Electronic devices issued as required.</p>	<p>All teaching staff are trained to teach remotely using Teams</p> <p>Contingency roles established</p>	NH AL	7/9 20/9
Whole school closure	<p>Most curriculum areas will provide live lessons via Microsoft Teams that will be delivered by the regular subject teacher. For some subjects this may not always be appropriate, therefore they will be given clear guidance on what they should do for that hour of learning. Children of critical workers will also follow the same lessons in the classroom, to ensure an equality of access to education.</p> <p>Emails will be sent every morning to invite pupils to 5 lessons with instructions and with any necessary resources attached. All pupils are expected to attend, if there are technical issues parents or pupil to contact the school helpline or email subject teacher explaining absence.</p> <p>Pupil illness to be reported to school in the usual way</p> <p>Electronic devices to be delivered as appropriate</p> <p>In the event of a teacher being absent, students will be directed to the remote learning website.</p>	<p>Students and parents have received instructions on how to use Microsoft Teams as a guest</p> <p>Survey for parents to complete to indicate the need for devices</p> <p>Registers taken every lesson to monitor attendance</p> <p>Monitoring of attendance pupils not regularly attending to be contacted by HoY</p> <p>Regular reminders sent to all parents re remote learning and access</p>	JM RJ All SW, Jh, VW, JT AL	Jan 2021 Jan 2021 Jan 2021 Jan 2021

Remote learning website for whole school closure	<p>When a live lesson is not appropriate, students will be asked to follow the lessons that are on our remote learning platform, which can be accessed via this link: https://sites.google.com/scissett.com/workforself-isolation</p> <p>All materials that students need are on the website and they are updated weekly. Resources for the lessons are organised in the order that they are delivered for that week, which is why it is important for students to follow their timetables.</p> <p>In the event of a student having to isolate, they will also be directed to the remote learning website.</p> <p>All pupils at home will receive deliveries of Maths, Science and FFT resources.</p>	<p>All HODs are responsible for uploading the work weekly to the website - training has been provided</p> <p>Letter sent to parents regarding how to access the remote learning website</p> <p>Team of teachers to deliver weekend 8/1</p>	<p>NH</p> <p>AL</p> <p>AL</p>	<p>Oct 2020</p> <p>Sept 2020</p> <p>Jan 2021</p>
Technical support for remote access at home	<p>In the event of any technical issues, we would encourage parents to fill out the form on this link to report any issues. As a school, we endeavour to support you as much as we can. Parents to contact our designated helplines Mrs Hunter technical difficulties or Mrs Johnson devices. Phone numbers sent to parents.</p>	<p>Link and phone numbers sent out to parents in email</p>	<p>AL</p>	<p>Jan 2021</p>
Assessment and Feedback	<p>Assessment and feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole class feedback, diagnostic questions, quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others.</p> <p>In case of a whole school closure in a national lockdown teachers will complete a daily lesson attendance register when delivering live lessons to monitor attendance. If pupils are absent lessons regularly, parents will be contacted by the HoY.</p>	<p>All Heads of Department to ensure that assessment and feedback continues to ensure progress for all</p> <p>Subject teachers to amend planning according to feedback and assessment information</p> <p>Pastoral Team to monitor attendance and contact families where necessary and offer support</p>	<p>HoD</p> <p>All</p> <p>HoY</p>	<p>Jan 2021</p> <p>Jan 2021</p> <p>Jan 2021</p>

	Homework will be set via Classcharts. Tasks that mean pupils will be in front of a screen will be short but will inform teachers of pupils understanding of the work covered and will help teacher's to plan future lessons effectively. Where possible tasks that do not require pupils to be in front of a screen will be set. Pupils will receive positive achievement points on completion and submission of homework.	Subject teachers to set homework via Classcharts and monitor progress and adapt planning as necessary		
Pupils with additional needs	All pupils with an EHCP will be invited into school during periods of whole school closure. Those who remain at home will participate in live Teams lessons in small groups with their usual subject teachers. The SENDCO and team will make regular checks with families to support children at home with learning, this could include phone calls with parents and pupils	Subject teachers to carefully scaffold learning. SENDCO to monitor welfare and participation of pupils with additional needs	RD	Jan 2021