



**Trawden Forest Primary
School
Remote Learning Offer**

January 2021

From DfE

Every child matters; every moment counts!

Remote education provision: information for parents

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education where national or local restrictions require entire cohorts (or bubbles) to remain at home.

For details of what to expect where individual pupils are self-isolating, please see the final section of this page.

The remote curriculum: what is taught to pupils at home

A pupil's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote teaching.

What should my child expect from immediate remote education in the first day or two of pupils being sent home?

During the first morning of remote learning, your child's teacher will send out an email via ParentMail with a reminder of the children's individual log in to Seesaw or Tapestry in EYFS. The email will explain exactly how learning will work, set out expectations of your child's involvement and remind children how work will be set, handed in and marked via seesaw.

The teacher will explain the proposed timetable for the rest of the time that they will be learning at home. They will explain how the children can access extra support if they need it when working independently.

Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?

We will teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we may need to make some adaptations in some subjects. For example where a task requires lots of discussion the teacher may amend to make it more suitable for remote learning, PE and outside learning tasks will be flexible to allow for children to access them depending on their individual circumstances. Where possible videos with explanations will be uploaded to support the learning at home.

Remote teaching and study time each day

How long can I expect work set by the school to take my child each day?

We expect that remote education (including remote teaching and independent work) will take pupils broadly the same amount of time as children in school. The timetable for the day will match that of children in school and individual support will be available during normal school

hours. If children are unable to complete the learning tasks they are set, then they (or parent/carers on their behalf) should discuss this with the class teacher.

There will be a minimum of 3 hours of work set for pupils in EYFS and Key Stage 1 and 4 hours in Key Stage 2.

Accessing remote education

How will my child access any online remote education you are providing?

All children will access their online lessons using Seesaw and zoom. This platform is already used to set and receive homework tasks. Children will be able to ask questions and request support during the day and if appropriate small groups of children may receive additional live teaching to help their learning.

All tasks will be set as assignments and children will upload or “hand in” the work they do and feedback will be given using the teacher comment/marketing section in seesaw

Teachers will also regularly post announcements on seesaw for the parents and children to see to help them plan, gather resources or prepare for an activity.

Children will continue to be rewarded for their effort and achievement using the emoji response part of seesaw and during weekly celebration assemblies held via zoom. Parents and carers may message teachers using this platform or email or they can ring the school office as usual.

If my child does not have digital or online access at home, how will you support them to access remote education?

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

- If your child does not have access to a laptop or other suitable device but your home does have a high speed internet connection then we may be able to lend them a laptop or Ipad. Parents and carers should make contact with their child’s class teacher or call the school office for further information.

A ‘Responsibility Agreement’ must be signed before a device is collected and taken home. The devices are to enable your child to complete their online learning and not for personal use in the household. All devices loaned remain the property of Trawden Forest Primary School. School will provide support to any families on setting up emails / using technology / accessing Zoom - please contact us if you need help.

- For any pupils that do not have any access to the internet, parents and carers should make contact with their child’s class teacher or call the school office for further information as we can offer support and arrange for printed materials to be prepared. They can be collected from school or delivered if required. Work will be delivered and

collected weekly and feedback given on the previous week's work.

How will my child be taught remotely?

We use a combination of the following approaches to teach pupils remotely:

- live teaching (online lessons) – some lessons will include a live introduction from the class teacher
- recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers) – for some lessons your child will download and view a pre recorded video
- printed paper packs produced by teachers (e.g. workbooks, worksheets) – this is only absolutely necessary
- textbooks and reading books pupils have at home – some children will have their work books that have been provided by school
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences – children will continue to be able to use the wide range of online resources that they are familiar with and use in school
- long-term project work and/or internet research activities – this approach will only be used in upper KS2

How will the Zoom sessions operate?

You will be contacted by your child's class teacher with Zoom lesson codes and passwords prior to the lessons. Session times and days will be sent out to all parents via email and posted on class timetable on the class home learning page.

Code of conduct

- Children should be in a suitable communal quiet place when taking part in Zoom sessions.
- Children need to have a pencil and paper available.
- Children should be suitably dressed.
- Children should only use the chat facility when asked by the class teacher,
- Comments on the chat should be linked to questions asked and home learning only.
- School expects the same behaviour online as we would in our classrooms.
- Recordings, screenshots or photos of the session are not permitted.
- Any safeguarding concerns during the meeting should be reported in the normal way.

Engagement and feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

Please expect that your child will be completing a usual day of learning from 9:00am to 3:30pm.

Parents and children will receive information that clearly sets out expectations of school, children and parents/carers on the first day of any remote learning period.

We expect that children will:

- “arrive” or log in on time to all of their live lessons
- be dressed appropriately for learning
- do their best to complete all independent learning tasks
- request help through seesaw or via the zoom sessions if they are unsure of what to do, or how to do it
- abide by the class's agreed remote learning rules and the remote learning contact

i.e. only use the chat when agreed by the teacher

Keep mute at all times during taught lessons unless asked to answer a question

Have the camera turned on and be seen – unless otherwise agreed

We ask that parents and carers:

- help children to log in to live learning
- monitor children's safe access to the internet
- report any problems accessing learning to the class teacher
- set routines at home to support your child's education
- ensure that children “arrive” or log in promptly to each live session for the register and wellbeing chat
- monitor your child's seesaw account for messages and updates from school and your child's teacher

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

It is important that children continue their learning during any period of learning at home. In order to monitor this:

- a daily register will be taken each live session

- any child not attending will be marked absent and we will contact you to find out the reason for your child's absence
- in addition, the class teacher(s) will monitor children's completion of work to ensure that all tasks are completed during the day

If we are concerned that a child is not attending or not engaging successfully with their remote learning we will contact you using email or by telephone to discuss how we can work together to ensure your child's education is not interrupted.

How will you assess my child's work and progress?

Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our approach to feeding back on pupil work is as follows:

- Feedback will usually be a written comment on the piece of work via seesaw
- For some pieces of work we will issue a marked score
- For some pieces of work we will issue an emoji via seesaw
- Where necessary, more detailed feedback may be issued to help a child or group of children understand a misconception in a virtual live meeting
- Children will receive feedback on work they submit

Additional support for pupils with particular needs

How will you work with me to help my child who needs additional support from adults at home to access remote education?

We recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support those pupils in the following ways:

- Teachers may differentiate tasks
- Additional supports, examples and checklists may be issued
- Where individual approaches are required we will discuss these with you

Please contact our SENDCo (Mrs G Beetham) via the school office if you would like to discuss the needs of your child and how they will access remote learning.

In Reception teachers will continue to use the online platform Tapestry, as they started to do when the children entered school. They will also engage in a live session each day and will be given feedback as stated above. The class teacher will also make regular phone calls to the parents.

What do I do if I have any safeguarding concerns during partial or whole school closure?

There will always be a member of staff on site to answer safeguarding queries. Our Designated Safeguarding Lead is Mrs Stinchon. If you have any safeguarding concerns, school can be contacted on 01282 865242 or bursar@trawden.lancs.sch.uk

How can I keep my child safe online during remote learning?

Our school chose seesaw as our learning platform. It is free from cookies and pop ups so access to home learning is safe.

Where children are asked to watch video clips for the purposes of their learning outside of the school website, reminders to parents and children about staying safe online is always highlighted and adult supervision is always recommended.

Children are taught about online safety in all year groups and will continue to be reminded of this.

Other useful information:-

Praise & recognition:

- Class celebration 'Zooms' are delivered every Friday giving children a chance to 'show off their work to others in their class
- Mrs Stinchon will celebrate winners learning at home by joining the celebration Zoom sessions on a Friday.
- Mrs Webster will update parents weekly on the school newsletter and via the school's FaceBook page showing off examples of home learning and special achievements
 - Class teachers will acknowledge home learning and children's efforts via feedback on seesaw, in emails or via a phone call
- Welfare calls/Zooms will be made regularly by teachers to all families learning at home
 - Class teachers and Mrs Stinchon will contact vulnerable children who are not in school on a regular basis.

Remote education for self-isolating pupils

Where individual pupils need to self-isolate but the majority of their peer group remains in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

If live remote teaching is not possible while the class teacher is teaching their class, we will use broadly the same approach as outlined above.

We will ensure individual pupils self-isolating are taught a planned and well-sequenced curriculum with meaningful and ambitious work each day in a number of different subjects, including providing feedback. Each day, the class teacher will set work that is in line with the work that is happening in the classroom.

Children can request additional support using seesaw and adults in school will respond to support when they are available.