St John Fisher Catholic Primary School

REMOTE EDUCATION POLICY 2020 - 2021

Remote Education Policy for St John Fisher Catholic School

1. Statement of School Philosophy

St John Fisher Catholic School has always strived to be creative, innovative and support our parents/children in the best way possible to make learning purposeful and holistic. Our strategy for remote learning continues this.

2. Aims

This Remote Education Policy aims to:

- Ensure consistency in the approach to remote learning for all pupils, including those with SEND, who aren't in school through use of quality online and offline resources and teaching videos

- Provide clear expectations for members of the school community with regards to the delivery high quality interactive remote learning

- Include continuous delivery of the school curriculum, as well as support of motivation, health and well-being and parent support

- Consider continued education for staff and parents (e.g. CPD, supervision)

- Support effective communication between the school and families and support attendance

3. Who is this policy applicable to?

- A child who is absent because they are awaiting test results and the household is required to self-isolate. The rest of their school bubble are attending school and being taught as normal.

- A child's whole bubble is not permitted to attend school because they, or another member of their bubble, have tested positive for Covid-19.

- A child who is in isolation or quarantine and is well enough to access and complete remote learning activities

- All children during local or national restrictions in schools

- Remote learning activities will be shared with individual children or whole bubbles where applicable.

4. Content and tools to deliver this Remote Education Plan

Resources to deliver this Remote Education Plan include:

- Communication tool for EYFS KS1 KS2 *(Seesaw)*

- Use of recorded video for instructional videos and assemblies from Oak National Academy

- Phone calls home

- Printed learning packs where applicable

- Physical materials such as story books, exercise books, mathematics workbooks and CGP work books purchased by the school
- Use of BBC Bitesize, Oak Academy, Seesaw, Emile Education, Flash Academy, Education City, Conquer Maths, Sum Dog and Frog Play

- Use of links to appropriate websites or activities.

5. Home and School Partnership

St John Fisher Catholic School is committed to working in close partnership with families and recognises each family is unique and, because of this, remote learning will look different for different families in order to suit their individual needs.

We will provide information for parents on how to use 'Seesaw' our communication tool and the 6 learning platforms we buy into for the children.

It is beneficial for young people to maintain a regular and familiar routine - St John Fisher Catholic School would recommend that each 'school day' maintains structure where possible although we recognise that some families will be sharing access to devices such as laptops – School looking into purchasing Lenovo Tablets for each child – TBC Jan 21

We would encourage parents to support their children's work, including finding an appropriate place to work and to the best of their ability, support pupils with work and encouraging them to work with good levels of concentration.

Every effort will be made by staff to ensure that work is set promptly. Should accessing work be an issue, parents should contact school promptly and alternative solutions may be available. These will be discussed on case-to-case basis.

All children will be given a 'Seesaw Code of Conduct' which includes e- safety rules and this applies when children are working on computers at home.

6. Roles and responsibilities

Teachers

To note: the suggested responsibilities below relate to where a whole class/bubble is isolating and would be reduced when it is fewer children isolating and the majority of the class are in school.

When providing remote learning, teachers must be available between 8.30 am – 4.00 pm.

If they are unable to work for any reason during this time, for example due to sickness, they should report this using the normal absence procedure.

When providing remote learning, teachers are responsible for:

<u>Setting work:</u>

- Teachers will set work for the pupils in their classes/year group bubbles
- The work set should follow the usual timetable for the class had they been in school, wherever possible
- Daily work will be shared on Seesaw from 9.00 am

<u>Providing feedback on work:</u>

- All completed wok to be submitted by 4pm pm on the day it is set.
- Comments and codes as per the school Feedback and Marking policy for remote learning.

<u>Keeping in touch with pupils who aren't in school and their parents:</u>

- If there is a concern around the level of engagement of a pupil/s parents should be contacted via phone to assess whether school intervention can assist engagement
- All parent/carer emails should come through the school admin account (office@sjf.bexley.sch.uk)
- Daily stream comments.
- Teacher telephone calls.
- Any complaints or concerns shared by parents or pupils should be reported to a member of SLT– for any safeguarding concerns, refer immediately to the DSL.

Teaching Assistants

Teaching assistants must be available between 9.00 am and 3.15 pm.

If they are unable to work for any reason during this time, for example due to sickness, they should report this using the normal absence procedure.

During the school day, teaching assistants must complete tasks as directed by a member of the SLT.

Senior Leaders

Alongside any teaching responsibilities, senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school including daily monitoring of engagement.
- Monitoring the effectiveness of remote learning by liaising with teachers and responding where appropriate to issues raised by parents
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations
- Maintaining weekly contact with vulnerable pupils (those with EHCP or Social Workers) or those with identified vulnerabilities within school community.

Designated Safeguarding Lead

The DSL is responsible for managing and dealing with all safeguarding concerns. For further information, please see the Safeguarding and Child Protection Policy.

The SENCO

Liaising with the ICT Leader to ensure that the technology used for remote learning is accessible to all pupils and that reasonable adjustments are made where required.

- Ensuring that pupils with EHC plans continue to have their needs met while learning remotely, and liaising with the headteacher and other organisations to make any alternate arrangements for pupils with EHC plans
- Liaising with teachers to identify the level of support for individual pupils on the SEN register

The SBM

- Ensuring value for money when arranging the procurement of equipment or technology
- Maintain effective communication with parents through email or school website.

Pupils and parents

<u>Staff can expect pupils learning remotely to:</u>

- Complete work to the deadline set by teachers
- Seek help if they need it, from teachers
- Alert teachers if they're not able to complete work

<u>Staff can expect parents with children learning remotely to:</u>

- Make the school aware if their child is sick or otherwise can't complete work
- Inform the school if their child is experiencing difficulties in accessing Seesaw
- Be respectful when making concerns known to staff

Governing Board

The governing board is responsible for:

- Monitoring the school's approach to providing remote learning to ensure education remains as high quality as possible
- Ensuring that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons

7. Links with other policies and development plans

This policy is linked to our:

- Safeguarding and Child Protection Policy
- Behaviour policy
- Data protection policy and privacy notices
- Online safety acceptable use policy
- Staff Code of Conduct and Staff Handbook
- Covid-19 Risk Assessment and School Procedures January 2020/21

Agreed by Governors Autumn 2020