



REMOTE LEARNING POLICY

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Next review date	January 2023

Statement of intent

This policy is designed to outline our procedures for when we have to provide learning from home due to a whole school closure, bubble closure, or self-isolation due to the pandemic.

At Roxeth Mead School, we understand the need to continually deliver high quality education, including during periods of remote working. We recognise the importance of maintaining high expectations in all areas of school life and ensuring that all pupils have access to the learning resources and support they need to succeed.

Through the implementation of this policy, we aim to address the key concerns associated with remote working, such as online safety, access to educational resources, data protection and safeguarding.

Aims

This remote policy aims to:

- Ensure consistency in the approach to remote learning for pupils who are unable to be in school
- Minimise the disruption to pupils' education and the delivery of the curriculum
- Ensure that provision is in place so that all pupils have access to high quality learning resources
- Set out expectations for all members of the school community with regards to remote learning
- Protect pupils from the risks associated with using devices connected to the internet
- Ensure that robust safeguarding measures continue to be in effect during the period of remote learning
- Provide appropriate guidelines for data protection
- Ensure workload is manageable for staff working remotely

Roles and responsibilities

It is the role and responsibility of the school to have the capacity to offer remote education and give access to high quality remote education resources where a bubble need to self-isolate, or there is a lockdown requiring all pupils to remain at home.

The school will provide printed resources and workbooks for pupils who do not have suitable online access.

When teaching pupils remotely, we undertake to:

- Set assignments so that pupils have meaningful and ambitious work each day
- Teach a planned and well-sequenced curriculum so that knowledge and skills are built incrementally
- Provide clear explanations of new content through high quality curriculum resources
- Gauge how well pupils are progressing through the curriculum
- Adjust the pace or difficulty of what is being taught in response to questions or assessments

Teachers

Teachers are responsible for setting work that is differentiated to meet the needs of all children in the class. When providing remote learning, teachers must be available between 9:00am-12:00pm and 1:00pm- 3:00pm. If they are unable to work for any reason during this time, they should report this using the normal absence reporting procedures.

If this affects the completion of any work required, they must make sure that arrangements have been made

with year group partners or SLT to ensure work is completed.

Providing feedback on work

- Marking and feedback will be in line with the children's experiences in class.

Keeping in touch with pupils and parents/carers

- SLT will email a parent if a child has not participated in the remote learning offer and the teacher has not been made aware of a reason for this. The first response is to email, the second response is for a member of SLT to phone from a school device.

Senior Leadership Team

Senior Leaders are responsible for:

- Ensuring that staff, parents and pupils adhere to the relevant policies at all times.
- Co-ordinating the remote learning approach across the school.
- Overseeing that the school has the resources necessary to action the procedures in this policy.
- Arranging any additional training staff may require to support pupils during the period of remote learning.
- Monitoring the effectiveness and consistency of the remote learning for each class.
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations.
- Arranging support/cover for absent staff.
- Contacting parents/carers as required.

Designated Safeguarding Lead

The DSL is responsible for:

- Maintaining contact, collating, passing on information and responding to any concerns.

SENDCo

The SENDCo is responsible for:

- Reviewing the work being set for children with SEND, ensuring that it is appropriate and accessible.
- Contacting parents/carers to provide support whilst they are working remotely, as appropriate.
- Being available to provide support to teachers for setting work matched to the needs of the children.
- Continuing appropriate provision and support, such as virtual meetings and annual reviews.

Pupils, parents and carers

Staff can expect pupils learning remotely to:

- Attempt some work every day.
- Receive guidance from their parents/carers.
- Seek help if they need it via info@roxethmead.com
- Alert teachers if they are not able to complete work or if they need help.
- Respond to marking and feedback.

Staff can expect parents with children learning remotely to:

- Make the school aware if their child is sick or otherwise cannot complete work
- Utilise the information on the school website and support their child
- Be respectful when making any complaints or concerns known to staff.

Who to contact

If parents/carers have any questions or concerns about remote learning or safeguarding, they should contact the Head Teacher.

Keeping devices secure

Staff adhere to the acceptable use policy for ensuring the security of their school devices. All staff members will take appropriate steps to ensure their devices remain secure.

This includes, but is not limited to:

- Keeping the device password-protected – strong passwords are at least 8 characters, with a combination of upper and lower-case letters, numbers and special characters (e.g. asterisk or currency symbol)
- Ensuring the hard drive is encrypted – this means if the device is lost or stolen, no one can access the files stored on the hard drive by attaching it to a new device
- Making sure the device locks if left inactive for a period of time
- Not sharing the device among family or friends
- Installing antivirus and anti-spyware software
- Keeping operating systems up to date

Safeguarding

The Child Protection policy is available on our website and has been updated in line with current guidelines.

Monitoring arrangements

This policy will be reviewed regularly and approved by the governing body.

Practical arrangements

When a bubble or the school is closed, the school will email everyone to explain the reason for the closure. Parents should then access the work that is already online on the “Working from Home” Tab of the School’s website. The school will also provide workbooks if parents prefer. The school will contact the parents regularly to see how they are coping with home learning and to offer extra help and additional resources.

The following resources are available on line to supplement the work provided.



<https://www.bbc.co.uk/cbeebies/games>

A great variety of games for Early Years and KS1.



<https://www.bbc.co.uk/bitesize/primary>

For KS1 and KS2. Lots of information, videos and games for all subjects.



Great resources for Early Years, KS1 and KS2 for all areas of the curriculum.

<https://www.twinkl.co.uk/home-learning-hub>



<https://classroomsecrets.co.uk/home-online-learning/>

Classroom Secrets have lots for resources for Early Years, KS1 and KS2

<https://hourofcode.com/uk/learn>

Great coding activities using block coding. Great for Early Years, KS1 and KS2.



<http://www.fungooms.com/>

Early computing skills for Early Years.

<https://www.shaunsgameacademy.co.uk/>

Learn how to make online games.



www.dkfindout.com/uk

Online Encyclopedia.



<https://beanstalk.co/>

Lots of interactive materials for children aged 1 to 6. They are offering free full access for parents of children with school closures with live classes and on demand classes – parents just need to sign up.



<https://www.tutortastic.co.uk/blog/homelearning>

This site will lead you to a wealth of websites to support home



<https://www.oxfordowl.co.uk/for-home/>

Oxford Owl for Home has free resources available to download without registering. Great for Early Years, KS1 and KS2, they offer activities for reading, English, Mathematics and interactive games. There's also handy "How to" videos to explain tricky concepts.



<https://readingeggs.co.uk/>

You can register for a free trial to get 2 weeks access to reading resources suitable for all.

<https://www.educationquizzes.com/>

Great for KS1. There are lots of quizzes which will help your child recall previous learning.



<https://subscribe.firstnews.co.uk/free-downloadable-issue/>

News-based learning. Free subscription and resources during closures.



<https://www.123homeschool4me.com/home-school-free-printables/>

Access to free worksheets and activities. This is an American website so you'll need to convert the year groups. As a rough guide: Reception = Pre-Kindergarten, Year 1 = Kindergarten, Year 2 = 1st Grade, Year 3 = 2nd Grade, Year 4 = 3rd Grade, Year 5 = 4th Grade and Year 6 = 5th Grade

<https://classroommagazines.scholastic.com/support/learnathome.html> Scholastic



are offering daily activities while on school closure. It uses American grading so you will need to convert (please see above)



<https://www.natgeokids.com/uk/teacher-category/primary-resources/>
National Geographic is totally free. There are online games, resources and competitions too.



<https://circletimefun.com/>

At Circletime, educators host free, interactive videos in whatever their area of expertise might be. You can find video lessons in everything from yoga to family cooking to sing-along songs.



<http://www.clubscikidzmd.com/blog/>

Every day on their blog, Club SciKidz will post a different simple science experiment for kids and parents to do at home. The first, for example, uses the scientific method to determine what household ingredient works the best to clean a dirty penny.



<https://www.duolingo.com/>

An always-free app (which does offer extra paid features) teaches foreign languages using bite-size lessons. Users earn points for correct answers a "level up," offering extra motivation to keep at it.



<https://bamboolearning.com/bamboo-blog-001>

Bamboo works with Amazon's Alexa to do free, voice-based activities around math, music, social studies, and stories. If you register on Bamboo Grove, it can track your child's progress and give rewards.



<https://www.scratchjr.org/>

<https://scratch.mit.edu/parents/>

An always-free app using coding and eventually children can program their own interactive stories and games. The app is aimed for KS1. KS2 children can use Scratch online (see link above)