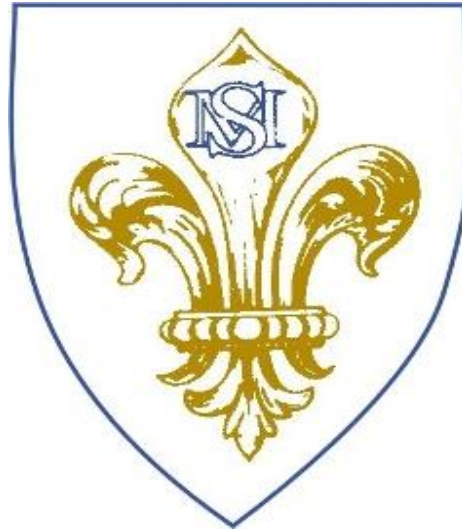


St. Mary's Catholic Primary School and Nursery

Part of The Christus Catholic Trust



Remote Learning Policy

Respect Ourselves, Respect
Others, Respect our World,
Love God

This school is committed to safe guarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment



Policy Name: **Remote Learning Policy**

Reviewer:
V McBrown

Reviewed
Date: September
2023

Date of next review:
September 2024

Approved by
Governors:

Remote Learning Policy

Introduction

Live classrooms enable important interaction between teachers and pupils through, for example, questioning, eliciting and reflective discussion. These complex teacher skills in the live classroom are not always easy to recreate in a remote environment, but where remote education recreates at least some aspects of this interactivity and intentional dialogue, teaching is likely to be more effective, support pupil motivation and lead to better progress.

The effectiveness of remote teaching is determined by many of the same factors as determine the effectiveness of live classroom teaching. For example:

- ensuring pupils receive clear explanations
- supporting growth in confidence with new material through scaffolded practice
- application of new knowledge or skills
- enabling pupils to receive feedback on how to progress

(The Education Endowment Foundation (EEF) as per Govt remote learning guidance 2020)

With this in mind, we aim to ensure that the teaching of pupils through remote learning is consistent, timely and with high expectations.

We acknowledge that not all pupils will have access to interactive remote learning and so work will also be posted on the school website and available in hard copy on request.

Roles and responsibilities:

It is the role of the Leadership team, teaching and support staff to ensure that Remote Learning is in place and is consistent throughout the school.

It is the responsibility of parents to ensure that their child has the time, space and equipment to undertake remote learning and complete the work set as directed by the teacher.

Role of Teachers

Teachers will provide remote learning each day. This might be through pre-recorded sessions (National Oak Academy, BBC Bitesize) online or live teaching or through setting independent work.

Teaching online will start at 8.45 am and finish at 3.00 pm (Monday to Thursday) and 12 noon on Fridays. Break will be at 10.15 am each day and end at 10.30 am. Lunchbreak will be at 12 noon until 1 pm.

When providing remote learning, teachers will:

Set Maths, English, phonics (for EYFS and KS1) and a spelling lesson for KS2 and a variety of Foundation subjects. RE will also be taught.

Provide work for their class which is a continuation of the National Curriculum

Set work each day on Microsoft Teams.

Please note that children who are at school will be doing the same work as the remote learners.

Providing feedback:

Following the teaching sessions, tasks will be given to complete and return via Teams so teachers can mark and offer feedback. Where appropriate, group marking may also take place. Children should access lessons daily.

- Work must be completed and submitted each day.
- Regular contact for pupils who aren't in school, will be through wellbeing phone calls.
- Children failing to complete the work or go online will receive phone calls to check on why they are not engaging with online learning.
- Any hard pack work can be given in on Monday of each week to the school office, when those working with paper copies will pick up their next set of work. Marking will be carried out after a 72 hour (quarantine) break.

Expectations for contact:

All contact must go through the school office to keep a record of conversations. Please note that as teachers will be teaching online they will not be available during teaching times for discussions so please leave a message with the school office.

Safeguarding concerns

Any safeguarding concerns will be dealt with in the same manner as always – please refer to the safeguarding policy available on the school website.

If attending virtual meetings with staff, parents and pupils:

Must be dressed appropriately and make sure any background noise is kept to a minimum.

Where staff and children are taking part in a live online session, permission must be sought from parents via the remote learning form.

Children must take part in the session in a place which is not private.

Teaching Assistants

When assisting with remote learning, teaching/support assistants must be available for their usual hours of working and work at the direction of the Headteacher or Deputy Headteacher. They are responsible for:

Supporting all pupils on site. This may be via online remote teaching sessions; providing feedback or setting work.

Subject leads

Alongside their teaching responsibilities, subject leads are responsible for:

- Working with teachers teaching their subject remotely to make sure all work set is appropriate and consistent
- Monitoring the remote work set by teachers in their subject and providing feedback.
- Alerting teachers to resources they can use to teach their subject remotely

Senior leaders

Senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school
- Monitoring the effectiveness of remote learning
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations

- Regular surveying of the availability of technology within the learning community to ensure pupils will have access to online learning in the event of remote learning.

Pupils and parents

Staff can expect **pupils learning remotely** to:

- Be contactable during the school day – although we do not encourage them to be in front of a device the entire time. Please ensure that children take a break away from the screen at the designated break and lunch times.
- Complete work to the deadline set by teachers (if applicable)
- Seek help if they need it, from teachers or teaching assistants if they're not able to complete work

Staff can expect **parents with children learning remotely** to:

- Make the school aware if their child is sick or otherwise can't complete work
- Seek help from the school if they need it
- Be respectful when making any complaints or concerns known to staff
- Follow expectations as detailed in the Remote learning agreement

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

Remote Learning Home-School agreement

Teachers agree to:

- teach online starting at 8.45 am and finishing at 3.00 pm (Monday to Thursday) and at 12 noon on Fridays.
- break will be at 10.15 am each day and end at 10.30 am. Lunchbreak will be at 12 noon until 1 pm.
- when providing remote learning, teachers will:
 - set Maths, English, phonics (for EYFS and KS1) and a spelling lesson for KS2 and a variety of Foundation subjects. RE will also be taught.
 - set work daily each day on Microsoft Teams
 - provide feedback on work: via comments, video or voice recordings
 - record any live teaching sessions
 - give parents as much notice as possible in the event of a session needing to be cancelled

Parents agree to:

- allow sufficient set up time for any live teaching sessions
- ensure that the technology used is sufficient for the learning platform or live teaching session
- ensure that the webcam is switched on, and be present during the session for the safeguarding of all parties
- ensure that any learning space is conducive to work; that any live session is done in a neutral location (not a bedroom)
- maintain your child's attendance (on the remote classroom and on any online live sessions) and contact the teacher via TEAMS if you cannot complete work
- not record online sessions on any device in any way
- not use the online learning method (TEAMS) as a means of sending messages to the school or teacher but use the school admin email address.
- support your child as much as is possible to complete their work remotely

Children agree to:

- use the technology responsibly and fairly, not using inappropriate language (written or verbal) or talking with disrespect to others or to teachers.
- to ask for help from teachers when necessary
- to talk to others with respect
- to attend online live lessons wearing clothes suitable for school (not onesies/pyjamas/dressing gown etc)
- to submit my work when requested
- to work hard (even though I might not be at school)

Parent signed: Date:

Child signed: Date: