

St Mary and St Michael Catholic Primary School



Remote learning policy

Approved by:	Governor's Standards & Personnel Commit- tee	Date: 20 th October 2020
Last reviewed on:	22 nd January 2021	
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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 policy.

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?

On the first day or two children may be provided with a workbook/paper pack of work to complete or be emailed activities to complete and directed to specific online lessons by Oak Academy.

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 teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we have needed to make some adaptations in some subjects. For example, some of the practical aspects of science (investigations) and PE might not be possible 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 following number of hours each day:

EYFS	2-3 hours
Key Stage 1	3 hours

Key Stage 2	4 hours
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Accessing remote education

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

EYFS

As children in EYFS are not proficient in using ICT, we are not asking them to complete work set using Google Classroom. Instead work is emailed to parents. Students are invited to join class Google Meet sessions every Tuesday and Friday.

Key Stage 1 and 2

Work for pupils in Key Stage 1 and 2 is set using Google Classroom. Parents are emailed a weekly timetable for the children to follow and it is also on Google Classroom.

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:

- Using the results of a parent survey and contacting parents directly, the school has identified and allocated devices to pupils.
- Parents have been advised to contact the school for help with any technical issues and how to access Google Classroom. All parents have been emailed an information sheet and video explaining how to log on to Google Classroom. It is also available on our website

<https://www.youtube.com/watch?v=R11To56Ljgw&feature=youtu.be>

- Parents have been informed via email, newsletters and phone calls how to request additional phone data in order to turn their phone in to a hotspot and to contact school if this is not possible.
- Pupils will be provided with a paper copy of the weekly class work if needed.
- If pupils do not have online access parents can return work to the school so teachers can provide feedback.

How will my child be taught remotely?

In KS1 and KS2 we use a combination of the following approaches to teach pupils remotely: live teaching (online lessons), recorded teaching - video/audio recordings made by teachers and Oak National Academy lessons, printed paper packs produced by teachers and commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences.

Timetable

A weekly timetable will be prepared and emailed to parents and uploaded to Google Classroom.

English, Maths and RE

- Teachers will pre-record a daily English and Maths lesson.
- Year 1 Phonics will be set daily with links to external pre-recorded lessons
- Teachers will pre-record two RE lessons each week.
- Teacher will record a daily ten-minute story time.

Topic - Science, History and Geography

- There will be a minimum of two topic lessons set per week.
- Teachers will set work using Google Classroom with links to online teaching videos from Oak Academy.

PSHE/Wellbeing

- A weekly PSHE lesson will be set, using the Oak Academy online lessons.
- All children will have the opportunity to participate in a twice weekly class Google Meet at an allocated day/time. This will be an opportunity for pupils to see each other and exchange news, supervised by their teacher. It will last no longer than 15 minutes.
- During a lockdown pupils at home will be given the option of a weekly telephone call with their teacher or TA.

PE

- PE Co-ordinator will pre-record a weekly lesson for the year group and provide links to online PE lessons/resources
- The PE coordinator will also provide one live lesson for Y1/2. Y3/4 and Y5/6.

Music

- Teachers to set a weekly music lesson by using Oak Academy Videos, or BBC Music Resources.
- Year 2, 3 and 4 will have a pre-recorded lesson set by Thames Music tutors

Spanish

- Spanish teacher will pre – record a weekly lesson for Y3-Y6

EYFS

In the EYFS we will use the Our [learning](#) tab on the school website for remote learning. On this page will be important information regarding remote learning during absence from school.

In the first instance, individual children will be directed to the relevant year group page of the Learning at Home section of the school website which contains a variety of resources and activities for families to access during their period of absence. The daily timetable may include the following:

- Daily Phonics based on RWI youtube links
- Daily English activity based on planning in school or Oak Academy.
- Daily Maths activity based on planning in school.
- RE lessons (once or twice per week) based on planning in school.
- A balance of activities throughout the week including art, music, the world, and people and communities.
- Other approved commercial educational websites may be used.

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?

- Pupils are expected to engage daily with remote learning and complete and submit their work by the due date.
- Parents are encouraged to follow the timetable provided and establish a set daily routine for their child.
- Parents are asked to encourage their child to attend the twice weekly class Google Meet
- Parents are asked to seek help if they need it, from teachers or teaching assistants
- Parents are asked to make the school aware if their child is sick or otherwise can't complete work
- We expect to be able to contact parents via email or phone to help support their child's learning.
- In EYFS we expect 2 pieces of work per day to be emailed to the class teacher. Teachers will specify which pieces of work to email.

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

- Teachers and TAs will monitor the submission of work daily.
- If your child has not participated in remote learning for two successive days, teachers will email/telephone to check and see if any support is required.

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

Our approach to feeding back on pupil work is as follows:

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 Google Classroom.

- Teachers and TAs will mark work daily online using Google Classroom.
- Some work will be automatically marked by Google Classroom.
- Work from books can be photographed and uploaded by children onto Google Classroom or emailed to the class teacher and where appropriate, a comment will be given.
- During the school day teachers may use Google Classroom Stream to provide feedback and answer question.
- Whole class feedback may be given during class Google Meet.
- In EYFS work submitted will receive an acknowledgement from a teacher or their keyworker.
- If pupils do not have online access parents can return work to the school so teachers can provide feedback.

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:

- Pupils will receive regular contact from the class teacher. Where appropriate, contact is via telephone. Pupils with speech, language and communication difficulties are offered a Google Meet call instead.

- Where the child cannot access the age appropriate work set on Google Classroom, a paper pack will be prepared and arrangements made for the parents to collect from the school office on a fortnightly basis.
- If the child uses an electronic device in school to support their learning, this will be available for use at home.
- Parents of pupils who are not completing work electronically can attach a photograph of their work to an email and send to the child's class teacher.
- Pupils identified as having a social, emotional or mental health need will receive check in calls from our Place2Be Manager.
- Regular check-in calls from the SENCo for pupils with Education, Health and Care plans.
- Our Speech and Language therapist will make check in calls with children on

Remote education for self-isolating pupils

Where individual pupils need to self-isolate but the majority of their peer group remains in school, the remote education provided will differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school. Prerecorded lessons will be by Oak Academy not our own staff.

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

Our approach to remote education for pupils self-isolating is as follows:

- A remote learning overview sheet and recommended timetable will be emailed to parents by lunchtime on the day school is informed. It is also available on our school website.
- The class teacher will do a daily check in via email. The email will be sent between 9am and 12.30.
- The class teacher will phone twice a week and will speak to the parent/carer and child. The days and times of when these phone calls take place will be agreed with the parent/carer.
- Once a week the parent/carer will have the option of a 5-minute whole class Google Meet where their child can see their peers and catch up and share class news.
- Maths - links to Oak Academy lessons that correspond with the learning in school
- Each child in year 1 – 6 will be given a login to the IXL (maths and English) for the duration of their isolation.

- An English unit from Oak Academy will be set.
- Handwriting – Y1 – Y4 a booklet will be sent home.
- Reading – Y2 – 6, two or three reading comprehensions will be emailed or links to Oak Academy reading lessons will be provided.
- EYFS and Key Stage 1 - Phonics will be set daily with links to external pre-recorded lessons.
- Science/History and Geography - links to Oak Academy lessons which correspond to topics being taught in school.
- RE – work will be set by class teacher on Google Classroom related to the current topic/liturgical year.
- PHSE – children will be learning about staying safe online. Links to activities and videos will be sent.
- Art – a generic, age appropriate task will be set.
- PE – links to online activities