



Woodgrange Infant School Remote Learning Policy

What do we mean by remote learning?

In the event of a school closure, the school is committed to providing continuity of education to its children and will do so through a process of remote (online) learning.

Remote learning would apply when

- the school is closed for an extended period of time due to an outbreak of an infectious disease such as Covid-19
- numbers of children are self-isolating at home but are not suffering with relevant symptoms
- school is closed for an extended time due to a significant problem as a result of fire for example

There is no obligation for the school to provide continuity of education to children who do not attend school for reasons such as

- Parents taking children on holiday during term time.
- Parents remove their child from school 'as a precaution', against official Government guidance, in the event of an outbreak of an infectious disease.

Scope of this policy

This policy aims to address the key concerns associated with remote working, such as:

- online safety
- access to educational resources
- data protection
- safeguarding

This policy aims to:

- Minimise the disruption to children's education and the delivery of the curriculum
- Ensure provision is in place so that all children have access to high quality learning resources
- Protect children from the risks associated with using devices connected to the internet
- Ensure data remains secure and is not lost or misused
- Ensure robust safeguarding measures continue to be in effect during the period of remote learning
- Ensure all children remain happy, healthy and supported during periods of remote learning.

What will remote learning look like?

1. for individual children who are self-isolating

The school will provide a study pack consisting of activities linked to the current learning. This will be in place from day 2 of the self-isolation period at the earliest.

2. Remote learning where a class group, including staff are self-isolating

The school will provide recorded sessions that mirror those on offer in school. This is dependent on staff being well enough to work. If they are not then a learning pack will be provided. This will be from day 2 at the earliest.

3. Remote learning in the event of extended school closure

The school will provide continuity of education in the following ways:

- Regular direct instruction from teachers, in the form of recorded sessions posted online via a platform (Classdojo)
- Teachers will make use of a range of online websites including 'Oak Academy', 'BBC Bitesize'.
- Children's responses can either be completed in writing/drawing, video, photograph or voice message

Teachers and children/ parents can communicate via the message facility on the app.

Online safety

We will follow a few basic rules to keep everyone safe

Teachers will block their number when calling from home or personal mobile.

In live sessions staff will be aware of surroundings or background.

Data protection

Children's data or information will all be stored on the drive and NOT on personal devices. Any images or data on personal devices must be removed once uploaded to the drive or APP.

If devices are loaned to parents they will have data cleared before use in school or loaned to other families. Teachers are reminded that the school's Child Protection and Safeguarding Policy still applies to all interactions between children, teachers and parents. In that policy, there are specifically prohibited behaviours and reporting obligations to which teachers must adhere, whether they are at home, in the community or at school. We will do all we can to support families to access the online learning but where this proves impossible paper based learning packs and physical resources will be supplied.

Roles and responsibilities

If school is open to some children, teachers and TAs will be required to work face to face with children depending on the circumstances. Those not working in school will be working from home to provide remote learning and support for those in school.

Senior Staff

The Leadership team will have a presence in school if it is open to any children. They will collectively respond to

The Headteacher will

- liaise with the staff, LA and outside agencies to ensure school remains safe and appropriately staffed
- be responsible for the overall quality of our provision
- seek and act upon feedback from parents and other stakeholders
- monitor the welfare of children and families in Year 1

The Deputy Headteacher will

- liaise with teachers regarding home learning and maintain regular contact with them
- support parents to access online learning platforms
- support staff regarding their mental health and wellbeing, seeking external support where appropriate
- monitor the welfare of children and families in Year 1

The SENDco will continue to lead the Inclusion team to deliver remote and/ or in school learning for pupils with additional needs, maintain contact with children and support their parents.

The AHT with responsibility for EYFS will take a lead on all aspects of home learning and support for all children in Early Years., including monitoring the welfare of children and families in EYFS

The AHT with responsibility for parent partnership will lead on efforts to engage with and support vulnerable parents, liaising with FSW and staff- gathering and sharing information about families' circumstances that will help us break down barriers to learning or engagement with learning or source funding and practical support.

Teachers will be available Monday-Friday during usual directed working hours (8.45 – 3.45). If they are unable to work for any reason during this time, for example, due to sickness or caring for a dependent, they should report this using the normal absence procedure.

Teachers within that year group will cover the member of staff who is unwell to ensure that activities are uploaded and shared with parents. Teachers will be encouraged to take regular breaks away from screens. If teachers have any questions or concerns about remote learning, they should speak to their Year Group Leader or Deputy Headteacher.

Teachers are responsible for:

- Planning, preparing and uploading learning- approximately three pre-recorded sessions with follow up activities each day. These will recognise that children are at home and make use of everyday objects and resources and will ensure children have time away from a screen.
- Attending planning sessions with team
- Maintaining Bugclub to ensure a fresh selection of books are available online
- Responding regularly to children's uploads
- Responding within reasonable hours to parent queries or feedback
- Organise a weekly class zoom
- Maintaining contact with families, more regularly for those who are deemed vulnerable- this will be shared with TAs
- Maintaining a log of calls so concerns can be flagged via our welfare forms

Providing timely and helpful feedback is a cornerstone of good teaching and learning, and whilst this may be more challenging with remote learning, teachers will endeavour to provide regular feedback to children on the learning they share and to discuss with parents how best to support learning.

This is in line with our policies on marking and feedback and parental partnership.

All staff will contribute to a daily story telling session on a rota.

For children with additional needs tailored sessions in small groups will be provided either pre-recorded or live via zoom delivered by their support staff where possible.

Learning packs and visuals will be sent or delivered to support home routines and communication

Teaching Assistants should be available during their normal working hours on the days they are normally required in school. If they are unable to work for any reason during this time, for example, due to sickness or caring for a dependent, they should report this using the normal absence procedure.

Parents

We expect parents to:

- Support their child as best they are able to, given their own home circumstances, health and work commitments, etc.
- Seek help from the school if they need it.
- Be respectful when making any complaints or concerns known to staff.

Governing Board

The Governing Board is responsible for:

- Supporting staff and children's wellbeing.
- Monitoring the school's approach to provide remote learning to ensure education remains as high quality as possible.
- Directing any approaches by parents made to them directly or indirectly to the school via email to info@woodgrange.newham.sch.uk.

Food Provision

The school will signpost parents towards additional support to ensure their children continue to receive the food they need, i.e. food banks.

Where applicable, the school will provide the vouchers or packed lunches to families who receive benefits related Free School Meals provision.

The school reserves the right to vary the range of methods used to provide remote learning tasks, feedback and interaction, based on the particular circumstances of any closure and based on our experience.

This policy has due regard to all relevant legislation, statutory guidance and school policies including:

- Safeguarding
- Behaviour Policy
- Children Protection Policy
- Data Protection Policy
- Online Safe Acceptable User Policy
- Keeping Children Safe in Education

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