

Remote Education Policy for Ghyllgrove Primary School

1. Statement of School Philosophy for Remote Learning

Ghyllgrove Primary School has always strived to be creative, innovative and has always endeavoured to support our parents/children in the best way possible to make learning achievable, purposeful and memorable. Our strategy for remote learning continues this. In developing the Remote Learning Policy and the underpinning plans to support it, we have considered the following:

- Staff, pupil and parent voice in the design of remote learning
- Digital access at home
- Skills of staff, families and children and immediate training that may be required
- Delivery of a range of learning and how this works for individual children, a full bubble, a pod and whole school scenarios.
- Appropriate guidelines for screen time, online safety and data protection.
- Ability for working, single and split parents to support their children at home.
- Teacher workload, for example: the frequency of feedback; and strategies to effectively deploy remote learning.

2. Aims

This Remote Education Policy aims to:

- Ensure consistency in the approach to remote learning for all pupils. This includes different groups, such as: SEND, CIC etc. who aren't in school for a variety of reasons (initially linked to local/national lockdown or self-isolation but also to include other purposes in the future) through the use of quality online and offline resources and teaching resources.
- Provide clear expectations to members of the school community with regards to delivery of high quality interactive remote learning.
- Include continuous delivery of the school curriculum, as well as support of parents in their own delivery at home.
- Consider continued education for staff and parents (e.g. CPD, parent consultations etc.)
- Support effective communication between the school and families.

3. Who is this policy applicable to?

- A child (*and their siblings if they are also attending Ghyllgrove Primary School*) 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 pod or whole school has closed due to multiple cases of Covid-19.
- A local or national lockdown.

Remote learning will be shared with families when they are absent due to Covid-19 related reasons, not just to those that are absent for other reasons.

4. Content and Tools to Deliver This Remote Education Plan

Resources to deliver this Remote Education Plan include:

- Online tools for EYFS, KS1 and KS2 (*Google Educational Suite, Microsoft Teams, Bug Club, Purple Mash, Twinkl etc.*), as well as for staff CPD (training to be offered by SLT as it becomes available) and parents sessions (such as parent consultations [via Google Educational Suite]).
- Use of Google Meet for well-being drop-ins, instructional videos and assemblies if deemed appropriate or necessary.
- Phone calls home.
- Printed learning packs for parents without initial access to technology.
- Physical materials such as story books and writing tools.
- Use of BBC Bitesize, Oak Academy, Google Classroom, Espresso, Times Table Rockstars, Bug Club, Monster SATs, Purple Mash, Twinkl and other resources as they become available.
- Devices already purchased by the school that will be made available to pupils that have signed a lease agreement.
- Devices and 4G wireless hotspots made available to the school from the DfE.

The detailed remote learning planning and resources to deliver this policy can be found on the school website: www.ghyllgroveprimaryschool.co.uk or via school files.

5. Home and School Partnership

Ghyllgrove Primary 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.

Ghyllgrove Primary School will provide information to parents on how to use Google Classroom and other resources as appropriate.

Where possible, it is beneficial for young people to maintain a regular and familiar routine. Ghyllgrove Primary School would recommend that each 'school day' maintains some structure though we understand the constraints of a working family.

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 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 the school promptly and alternative solutions may be available. These will be discussed on case-to-case basis.

All children sign an 'Acceptable Use Policy' at school which includes e-safety rules and this applies when children are working on computers at home.

6. Roles and responsibilities

Teachers

The 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.

Ghyllgrove Primary School will provide a training session and induction for new staff on how to use Google Classroom and ongoing training throughout the year on using Google Classroom to deliver a high-quality form of remote learning.

When providing remote learning, teachers must be in contact with other members of staff between usual working hours – though understanding is given when their own family is isolating.

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; in this case a member of SLT would take over some responsibilities.

When providing remote learning, teachers must see the documentation 'Remote Learning Non-negotiables' and 'Google Meet Best Practice and Code of Conduct' for their ongoing responsibilities.

Senior Leaders

Alongside any teaching responsibilities, senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school inc. daily monitoring of engagement.
- Monitoring the effectiveness of remote learning – explain how they'll do this, such as through regular meetings with teachers and subject leaders, reviewing work set or reaching out for feedback from pupils and parents
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations.

Designated safeguarding lead

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

The SENCO

- 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 staff to ensure that the technology used for remote learning is accessible to all pupils and that reasonable adjustments are made where required.
- Identifying the level of support and monitoring work that is made available to pupils is appropriate.

Pupils and parents

Staff can expect pupils learning remotely to:

- 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

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

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

7. Links with other policies and development plans

This policy is linked to our:

- Safeguarding

- Behaviour policy
- Child protection policy
- Data protection policy and privacy notices
- Online safety policy
- Code of Conduct, best practice and non-negotiables for Remote Learning and Google Meet.
- End User Agreements for Google classroom and the related resources used for Remote Learning.