Remote Education Policy for St Patricks Catholic Primary School

OLoL CMAT schools are now fully open to all pupils and operating a full timetable of lessons.

Should any pupil test positive for Covid, St Patrick's will provide any work via Teams but not on-line if the pupil is unwell. Should any pupil be off for a period of isolation with or without Covid but are fit and well, parents may contact the school to request access to 'on-line' lessons; it will be at the discretion of St Patrick's as to the number and frequency of on-line lessons that can be provided during the pupil's absence.

In the case of any future lockdowns, where St Patrick's *is required to fully or partially close, staff will revert to the timetable as set out in this Remote Learning Policy.*

1. Statement of School Philosophy

St Patrick's has always strived to be creative, innovative and support our parents/children in the best way possible to make learning purposeful. Our strategy for remote learning continues this.

2. Aims

This Remote Education Policy aims to:

➢ Ensure consistency in the approach to remote learning for all pupils (Inc. SEND) who aren't in school through use of quality Online and offline resources and teaching videos

➢ Provide clear expectations to members of the school community with regards to delivery high quality remote learning

➢ Include continuous delivery of the school curriculum, as well as support of Motivation, Health and Well-Being and Parent support

➢ Consider continued education for staff and parents (e.g. CPD, Supervision, meet the teacher and parents meetings)

➢ Support effective communication between the school and families and support attendance

3 .Who is this policy applicable to?

➢A child *(and their siblings if they are also attending St Patrick's Primary)* 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 who are not permitted to attend school because they, or another member of their bubble, have tested positive for Covid-19.

Remote learning will be shared with families when they are absent due to Covid related reasons and not to all at start of week. If a child is off for any other illness the remote learning will not be shared.

4. Content and Tools to Deliver This Remote Education Plan

Resources to deliver this Remote Education Plan include:

- Online tools for EYFS KS1 KS2 *(Teams and Zoom, as well as for staff CPD and parents sessions.*
- Use of Recorded video (*or Live Video if used*) for sessions input, assemblies and parents meetings.
- Phone calls home
- Printed learning packs
- Physical materials such as story books and writing tools
- Use of BBC Bitesize, Oak Academy, *SPAG.com, White rose Maths, Timestables Rockstars and Purple Mash.*

5. Home and School Partnership

St Patrick's 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.

St Patrick's School will provide a guide to using Microsoft teams for those pupils and parents who need one.

Where possible, it is beneficial for young people to maintain a regular and familiar routine. St Patrick's Primary School would recommend that each 'school day' maintains structure.

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

All children will sign an e-safety code of conduct, which applies in school and at home.

All parents will sign a code of conduct for accessing remote learning video lessons

6. Roles and responsibilities

Teachers

St Patrick's School will provide a refresher training session and induction for new staff on how to use Microsoft teams

When providing remote learning, teachers must be available during their normal hours of work.

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.

When providing remote learning, teachers are responsible for:

- Setting work:
  - o Teachers will set work for the pupils in their class or pupils which they teach during PPA.
  - o The work set should follow the usual timetable for the class had they been in school, wherever possible

- o Work will be assigned daily via Microsoft teams for all pupils

- Providing feedback on work:

    - o Work will be fed back on in accordance with the marking and assessment policy

- Keeping in touch with pupils who aren't in school and their parents:

    - o If there is a concern around the level of engagement of a pupil/s parents should be contacted via phone to access whether school intervention can assist engagement.

    - o All parent/carer emails should email the class email address for support from the teacher

    - o Any complaints or concerns shared by parents or pupils should be reported to a member of SLT– for any safeguarding concerns, refer immediately to the DSL- the SLT can be contacted via slt@st-patricksrc.notts.sch.uk

Teaching Assistants

Teaching assistants must be available during their normal hours of work

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.

During the school day, teaching assistants must complete tasks as directed by a member of the SLT.

Senior Leaders

Alongside any teaching responsibilities, senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school inc monitoring of engagement.

- Monitoring the effectiveness of remote learning

- 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 and Child Protection Policy.

The SENCO

Liaising with teachers

- 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 and IHPs

- Identifying the level of support needed and given to pupils with SEND

Pupils and parents

Staff can expect pupils learning remotely to:

- Complete work

- 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 – if you know of any resources staff should point parents towards if they're struggling, include those here

- 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

- Ensuring that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons

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 acceptable use policy

- A student guide to using Microsoft teams

- Protocol for online remote learning and remote learning offer letter