

## **Remote education Policy for Burgh by Sands School**

### **1. Statement of School Philosophy**

Burgh by Sands School has always strived to be creative, innovative and support our parents/children in the best way possible to make learning purposeful and holistic. Our strategy for remote learning continues this.

### **2. Aims**

The remote education plan aims to:

- Ensure consistency in the approach to remote learning for all pupils including Special Educational needs and Disabilities (SEND) who aren't in school through the use of quality online and offline resources and teaching videos
- Provide clear expectations of 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 motivation, health and well-being and Parent support
- Consider continued education for staff and Parents (e.g. Continuous Professional Development (CPD) and supervision)
- Support effective communication between the school and families and support attendance

### **3. Who is the policy applicable to?**

- A child 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.
- School has been instructed by the Government to close due to lockdown restrictions

### **4. Content and Tools to deliver this Remote Education Plan**

Resources to deliver this remote education plan include:

- Online tools for Early Years Foundation Stage (EYFS), Key Stage 1 (KS1), Key Stage 2 (KS2) (Tapestry –<https://tapestryjournal.com/>, my maths - <https://www.mymaths.co.uk/>, lexia - <https://www.lexialearning.com/>)
- Use of recorded videos, instructional videos for core subjects and assemblies
- Phone calls home
- Printed learning packs
- Physical materials such as story books etc.

- Use of online learning resources such as white rose maths- <https://whiterosemaths.com/>, Oak National Academy - <https://www.thenational.academy/>, twinkl - <https://www.twinkl.co.uk/>, BBC Bitesize - <https://www.bbc.co.uk/bitesize>
- Model timetable and structures for remote learning
- Curriculum resources

## 5. **Home and School Partnership**

Burgh by Sands 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.

Where possible, it is beneficial for young people to maintain a regular and familiar routine. Burgh by Sands 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 a case-by-case basis. Any e safety rules apply when children are working in computers at home.

## 6. **Roles and Responsibilities**

**Teachers:** To note: the suggested responsibilities below relate to where a whole class/bubble is isolating or during school closure in lockdown and would be reduced when it is fewer children isolating and the majority of the class are in school.

When providing remote learning teachers must be available between their normal working hours.

If they are unable to work for any reason during this time, for example due to sickness they should report this using the normal absence procedure.

When providing remote learning, teachers are responsible for:

- **Setting work:**
  - Teachers will set work for the pupils in their classes
  - The work set should follow the usual timetable for the class had they been in school, wherever possible
  - KS1 and KS2 weekly/daily work will be shared via email to Parents, links to pre recorded videos from their teachers and work packs
  - EYFS weekly/daily work will be shared via Tapestry
  - All children will receive a minimum of 3 hours of remote learning to complete each day
- **Providing feedback on work:**
  - Work to be emailed to each class teacher via the class email address. Teachers will respond to work as soon as they are able due to them being in school teaching as well as managing remote learning. A response for all work submitted is guaranteed

- **Keeping in touch with pupils who aren't in school and their parents:**
  - If there is a concern around the level of engagement of a pupil, parents should be contacted via telephone to assess whether school intervention can assist engagement.
  - All parent/carer emails related to home learning should come through the class email addresses
  - Any complaints or concerns shared by parents or pupils should be reported to the Headteacher and any safeguarding concerns so be reported immediately to the Designated Safeguarding Lead (DSL) - Mrs Southern/Miss Hetherington.

### **Teaching Assistants**

Teaching assistants must be available during their normal working hours.

If they are unable to work for any reason during this time, for example due to sickness, they should report this using the normal absence procedure.

During the day, teaching assistants must complete tasks as directed by the class teacher/s they work with or by the Senior Leadership Team (SLT).

### **Senior Leaders**

Alongside any teaching responsibilities, senior leaders are responsible for:

- Coordinating the remote learning approach used across the school day including monitoring of engagement
- Monitoring of the effectiveness of remote learning by holding regular meetings with teaching staff, reviewing work or reaching out for feedback from pupils and parents

### **Designated safeguarding lead (DSL)**

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

### **IT Technicians**

IT Technicians are responsible for:

- Fixing issues with systems used to set and collect work
- Helping staff with any technical issues they are experiencing
- Assisting pupils and parents with accessing the internet or devices

### **The Special Educational Needs Coordinator (SENCO)**

Ensuring that pupils with Education Healthcare Plans (EHCP's ) continue to have their needs met while learning remotely, and liaising with the Headteacher and other organisations to make any alternative arrangements for pupils with EHCP's and Individual Education Plans (IEP's)

### **The School Secretary**

- Ensuring value for money when arranging the procurement of resources and equipment required
- Ensuring the school has adequate insurance to cover remote learning
- To liaise with parents to manage the bookings for the critical worker childcare facility (when school is closed due to lockdown requirements)
- To send relevant information out to parents as and when required

**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 are not able to complete the work

Staff can expect parents with children learning remotely to:

- Make the school aware that if their child is sick or otherwise as they won't be able to complete the 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 plans**

This policy is linked to our:

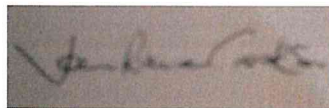
- Safeguarding policy
- Behaviour policy
- Child protection policy
- Data protection policy and privacy notices
- On line safety policy

Headteacher:

*S. Sauthem*

Date: 24/1/2021

Chair of Governors:



Date: 24/1/2021