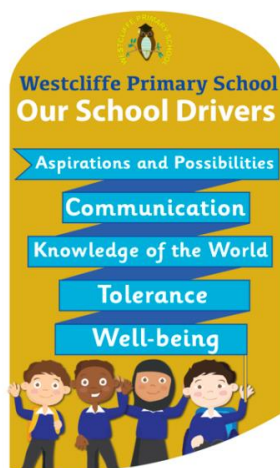
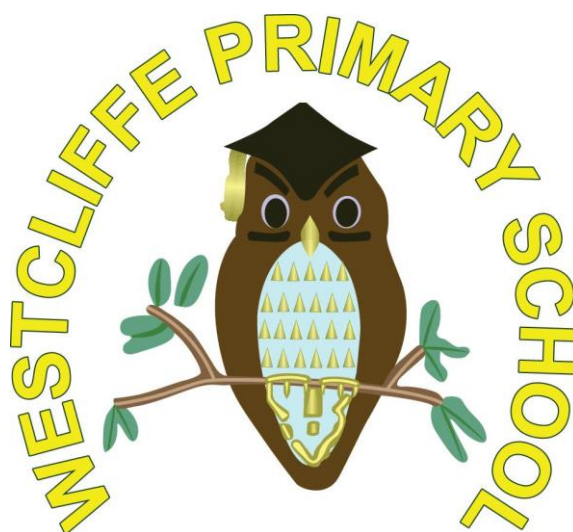


Remote Learning Offer

A guide for parents/carers
(Draft)

Westcliffe Primary School



Approved by:	To be approved at Feb Governors Meeting	Date:
Last reviewed on:	January 2021	
Next review due by:	January 2022	

Aims

This information is intended to provide clarity and transparency to pupils, parents and carers about what to expect from remote education where national or local restrictions require entire cohorts (or bubbles) to remain at home.

This information also details what to expect where individual pupils are required to self-isolate.

The main aims of remote learning at Westcliffe Primary School are to:

- keep children learning despite not being within the school setting, which will prepare children to smoothly transition back into the classroom ready to engage
- maintain a consistent routine and structure for all
- ensure all children and families have regular contact and support from the school

The Remote Learning Offer

A class/bubble at school is required to isolate by Public Health or there is a local/national lockdown where schools are required to restrict attendance

Please be aware, that your child'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.

- Comprehensive home learning will be uploaded daily via Google Classroom (classroom.google.com).
- A weekly timetable will be uploaded at the beginning of each week. Any adjustments to this throughout the week will be clearly communicated via the stream.
- Each day there will be an English and maths session, followed by at least one foundation subject. EYFS and KS1 children will also have a daily phonics session.
- In KS1 and KS2, English and maths sessions will be taught via pre-recorded tutorials to support learning. Some lessons may include supplementary links to other online resources such as White Rose Maths or Oak National Academy.
- In line with government guidelines, it is expected that remote learning will take children broadly the following number of hours each day: KS1 children – 3 hours; KS2 children – 4 hours.
- Children in KS2 will be able to access two live check-ins each day (1 in the morning & 1 in the afternoon) where the teacher will be able to answer any questions on the day's work. Teachers will post the time of the check-in on their class stream.

- Live check-ins will be accessed via a Google Meet link, which will be published on the classroom stream by the class teacher. Children will not be able to access the meet without a teacher present first. There will always be two members of staff present during live check-ins and the teacher will always be the last to leave the session.
- Work will be differentiated in English and maths sessions to continue to suitably challenge your child and their learning.
- We teach the same curriculum remotely as we do within school wherever possible and appropriate. Teaching and activities will be adapted to ensure they can be completed without the need for any normal classroom resources which may not be present in your household.
- Stationery packs (including exercise books, pencils, rulers and rubbers) will be available from the school. Please telephone the school office if you require one.
- All learning can be accessed via Google Classroom. Some lessons may include supplementary links to other online resources such as White Rose Maths or Oak National Academy.
- Live check-ins will be recorded and stored securely for 30 days. They will not be accessed unless a safeguarding concern is raised during or after the check-in session.

An individual child or family member displays COVID symptoms and is awaiting test results or have received notification to isolate due to being a contact from a positive case

- As soon as the school office is informed that your child is isolating due to a suspected case in the household, work can be allocated immediately. If it is a pupil who is displaying symptoms, then work will not be allocated and it will be treated as an authorised absence as normal.
- Comprehensive home learning will be uploaded daily via Google Classroom (classroom.google.com). Some lessons may include supplementary links to other online resources such as White Rose Maths or Oak National Academy.
- Each day there will be an English and maths session, followed by at least one foundation subject.
- The remote curriculum may be different to what is being taught in school and there will be no live check-in. This is because the class teacher will continue teaching the children within school.
- It is expected that remote learning will take children broadly the following number of hours each day: KS1 children – 3 hours; KS2 children – 4 hours.

- Work will be differentiated in English and maths sessions to continue to suitably challenge your child and their learning.
- Activities are planned and tailored to ensure they can be completed without the need for any normal classroom resources which may not be present in your household.
- Stationery packs (including exercise books, pencils, rulers and rubbers) will be available from the school. Please telephone the school office if you require one.

Accessing remote education

We recognise that some pupils may not have suitable online access at home. These families should contact school immediately and support will be provided where possible. The school may be able to offer support with provision of a loaned device or internet access as well as resolving technical difficulties in accessing the remote learning.

All remote learning can be accessed using a single device and using a pencil and paper. There is no need for any resources to be printed or purchased to support learning. If your child has great difficulty in accessing learning via a device, please contact the school to discuss the possibility of printed materials being shared.

Engagement

At Westcliffe Primary School, we are fully aware that each family's circumstances are different. We ask that you try your best given your own individual circumstances in ensuring your child continues to receive the best education possible, while keeping a focus on looking after you and your child's physical and mental health.

- We expect all children to engage daily with the lessons and work that has been set.
- In the event of a lockdown or bubble closure, the main approach to teaching is through pre-recorded videos, teacher presentations and live check-ins allowing for engagement, clear modelling, targeted questioning and feedback. These pre-recorded videos and resources can be accessed at any time to allow flexibility for families around the time work is being accessed.
- For children who are individually isolating, work will be uploaded to access at a convenient time throughout the day. There is no stipulation to follow a set timetable but you may find it helpful to complete certain lessons at the same they would in school – particularly English and maths – in order to help maintain a familiar daily routine.
- As your child's primary educator, we request parents/carers to support your child's learning, including finding a suitable workspace as well as encouraging good levels of engagement and concentration.

- Engagement will be monitored by the class teachers and senior leadership team. If engagement is a concern, a telephone call will be made to discuss any support which may be required.
- Our Google Classroom Behaviour Expectations can be viewed on our school website.

Feedback

- It is expected that completed work is submitted to teachers on a daily basis. This is to allow teachers to provide developmental feedback, monitor progress and achievement; to adapt planning or subsequent lessons and to continue to support your child's learning.
- Work can be submitted by adding a photograph onto the Google Classroom stream or by emailing directly to a teacher in your child's phase. Phase email addresses have been shared. Please contact the school office for a reminder.
- Feedback can take many forms and may include written comments, developmental challenges or verbal feedback during live check-ins or telephone calls.

Additional support for pupils with particular needs

We recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND) or who are more vulnerable, 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 these pupils.

Teachers are not expected to provide bespoke individual lessons for children but lessons are planned with differentiated approaches and activities to cater for the needs of all learners within the classroom. Teachers will continue to liaise with the SENCo to provide support for the needs of all children if required.

Safeguarding and Online Safety

It is important that all staff who interact with children, including online, continue to safeguard children against any potential risk. Any concerns should follow the guidance in the Safeguarding and Child Protection Policy.

Online teaching follows the same principles as set out in the school's Five Star Promise. Regular teaching of e-safety rules and awareness occurs within school and will be referred to where necessary.

Because remote learning will be accessed via your own home network, it is the parents'/carers' responsibility to ensure parental settings are enabled to prevent children accessing inappropriate websites or content.

A letter with the following expectations has been sent to all families. It has also been made available on our school website.

- Live check-ins
 - Teachers post time and link to be shared on the Google Stream
 - Pupils make sure they're in a quiet place
 - Pupils log on a few minutes before the live link is activated
 - Pupils turn camera and microphone off before they join
 - Pupils may be asked to unmute their microphone to give a verbal response to the teacher
 - Pupils may use the raise hand function to request to speak
 - Pupils may use the chat function to ask questions and share answers in relation to teacher questions/school work only
 - When live check-ins have finished, pupils will be asked to leave the Google Meet. Once all pupils have left, the teacher will be the last to leave and the link is then deactivated. Pupils must not join the link again once the session has ended
 - Another member of staff will also be present during the live check-ins and these sessions will be recorded for safeguarding purposes only
 - Language used will be professional and appropriate, including from family members in the background.
 - Children must be dressed appropriately even though the camera function is not in use.

- Google Classroom stream
 - Pupils are encouraged to comment on the register each day
 - Photographs/copies of work to be shared on the stream
 - Pupils are encouraged to write questions/responses to teachers and work on the stream
 - Pupils can comment to each other once school work has been completed – these comments must be in line with our 5 Star Promises and be kind, polite and respectful

If pupils would prefer to not share their work/ask questions via the stream then parents/ carers can message the phase email or ring school directly.