Remote Education Policy for Fairchildes Primary School

Fairchildes strives to be creative, innovative and to support our parents/children in the best way possible to make learning purposeful and holistic. Our strategy for remote learning continues this.

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.
- Provide clear expectations for members of the school community with regards to the delivery of high quality interactive remote learning
- Include continuous delivery of the school curriculum

Who is this policy applicable to?

- A child, and their siblings if they are also attending Fairchildes Primary, who is absent because they are awaiting test results and the household is required to self-isolate when the rest of their school pod are attending school and being taught as normal.
- A child when his/her whole pod is not permitted to attend school because they, or another member of their pod has tested positive for Covid-19.

Remote learning will be shared with families when a child is absent due to Covid- 19 related reasons.

Content and Tools to Deliver This Remote Education Plan

Resources to deliver this Remote Education Plan include:

- Google Classroom
- Use of recorded video for instructional videos and assemblies
- Phone calls home
- Printed learning packs (for those unable to access online learning).
- Physical materials such as story books and writing tools

- Use of content websites e.g. BBC Bitesize, LgFL, Mathletics and Oak Academy

Home and School Partnership

Fairchildes Primary School is committed to working in close partnership with families and recognises that each family is unique. Because of this, remote learning will look different for different families in order to suit their individual needs.

Fairchildes Primary School will provide:

- a guide for parents on how to use Google Classroom
- provide the children in school with regular opportunities to use Google Classroom in order to embed their familiarity with the system.
- Regular homework using Google Classroom so that families are familiar with the system.
- Set work promptly

We would encourage parents to:

- Find a suitable space for their child to work if this is possible.
- Support their children in the completion of work, encouraging them to work with good levels of concentration, but not completing the work *for* the child.
- Contact school as soon as possible if they are having trouble accessing the online work.

E-safety

All children complete ICT lessons including studying e-safety rules and are expected to comply with these when using devices in school; this applies when children are working on computers at home.

Roles and responsibilities

Teachers

Fairchildes Primary School will provide a refresher training session and induction for new staff on how to use Google Classroom.

When providing remote learning, teachers are responsible for:

- Setting work for the pupils in their classes on Google Classroom, which should follow the same curriculum for the class had they been in school, wherever possible

- Creating paper based work for those children who have no access to online learning
- Providing feedback on work:
- Keeping in touch with pupils who aren't in school and their parents, via email (year group email addresses) or phone calls.

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

Senior Leaders

Alongside any teaching responsibilities, senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school including daily monitoring of engagement.
- Monitoring the effectiveness of remote learning, through regular monitoring of Google Classroom.
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations

- Lending a school laptop to a family when needed.

Designated safeguarding lead

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

IT Technician

 The IT technician is responsible for:

- Fixing issues with systems used to set and collect work
- Helping staff with any technical issues they're experiencing
- Reviewing the security of remote learning systems and flagging any data protection breaches to the data protection officer
- Assisting pupils and parents with accessing the internet or devices

The SENCO

Liaising with the ICT technicians to ensure that the technology used for remote learning is accessible to all pupils and that reasonable adjustments are made where required.

- Ensuring that pupils with EHC plans continue to have their needs met while learning remotely, and liaising with the head of school and other organisations to make any alternate arrangements for pupils with EHC plans.
- Identifying the level of support required for SEND children

Pupils

Staff can expect pupils learning remotely to:

- Complete work to the time frame set by teachers
- Seek help if they need it from teachers
- Alert teachers if they're not able to complete work

Governing Body

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
- Whole School Development Plan 2020- 2021

September 2020