Simonside Primary School

REMOTE EDUCATION POLICY

INTRODUCTION

This policy aims to ensure consistency in our approach to remote education (during the Covid-19 outbreak in particular), and sets out our expectations and obligations with regards to remote education, and provision of suitable education in general. The policy aims to provide appropriate guidelines for the use of hard copy and electronic means of remote education.

This policy outlines our approach in managing the demands of remote education, maintaining continuity of suitable education, whilst ensuring that all members of our school communities remain safe during the Covid-19 pandemic.

This policy does not apply to individual students who are unwell and are unable to attend school for short periods, or to pupils who take holidays during term time.

SUITABLE PROVISION

In general circumstances, it is the job of school staff to determine what suitable educational provision is for the children in our school, based upon age, ability and any special educational needs the child may have.   Where education is being provided remotely, we will curate a curriculum which meets the needs of our children, and takes account of the requirement for remote education on a large scale.

ROLES & RESPONSIBILITIES
Teaching Staff Responsibilities:

- Teachers will be available between 8.30am and 4.30pm daily. If they are unable to work for any reason during this time, an alternative school contact will be identified to maintain communication between home and school during periods of remote education
- Whilst every effort will be made to ensure class teachers set work for the children in their class, we recognise that this may not always be possible (i.e. due to staff illness) and in these circumstances, our school will encourage parents to make use of the resources outlined in appendix 1
- Teachers will create a weekly timetable for their class, which covers a broad range of curriculum subjects and, as far as possible, reflects the usual classroom timetable

- Teachers will provide regular feedback on work submitted via Seesaw, where it is appropriate to do so (this may be written or via a video/audio message)
- Teachers will respond to any Seesaw messages from parents/carers as soon as possible, during the hours of 8.30am and 4.30pm, Monday to Friday
- Teachers will keep in regular contact with parents/carers via Seesaw; where messages from teachers require a reply and this is not received or, if teachers are unable to make contact with a particular family, they will – wherever possible – follow this up with a phone call. If phone calls are unsuccessful, teachers will refer this to an available member of SMT / the Attendance & Inclusion Coordinators
- Any safeguarding concerns will be recorded and reported to the Designated Safeguarding Leads immediately, following school procedures
- Teachers will ensure that all online safety/safeguarding procedures are followed during all online communication during the remote education period
- Teachers will attend virtual meetings with teachers, parents/carers and other agencies, where requested by the SENDCo
- There is no expectation that teachers deliver live/streamed lessons online

Teaching Assistant Responsibilities:

- Teaching Assistants will be available between 8.30am and 4pm, Monday to Friday
- Wherever possible, Teaching Assistants will support children with remote education, particularly those with whom they work closely alongside in school
- Teaching Assistants will attend virtual meetings with teachers, parents/carers and other agencies, where requested by the SENDCo

Subject Leader Responsibilities:
Alongside their teaching responsibilities, as outlined above, Subject Leaders are responsible for:

- Monitoring and reviewing the work set by teachers in their subject
- Review their subject in light of home learning during a remote education period
- Evaluate any changes that may be necessary and use this to inform action planning

Senior Leader Responsibilities:
Alongside any teaching responsibilities, senior leaders are responsible for:

- Coordinating the remote education approach across the school

- Monitoring the effectiveness of remote education & review the work set by class teachers on a weekly basis
- Monitoring the security of remote education systems, including data protection and safeguarding considerations

Designated Safeguarding Lead Responsibilities:

- Maintain contact with vulnerable families
- Collate and share information where necessary
- Respond to any concerns, in line with school safeguarding procedures

Parent/Carer Responsibilities:

- Make every effort to ensure remote education is completed on a regular basis
- Be contactable / maintain communication between home and school
- Seek help from the school if needed
- Take responsible for online safety & ensure regular checks are made on devices that children are using

Governors' Responsibilities:

- Monitor the school's approach to providing remote education, to ensure the quality of education remains as high as possible
- Ensure that staff are confident that systems are appropriate and secure, for both data protection and safeguarding

ADDITIONAL INFORMATION
Remote Learning Resources:

Appendix 1 outlines the resources that should be used in the event that a class teacher is ill and unable to provide weekly remote education activities.

In addition to the remote education activities provided by school, our school website outlines a range of online learning resources that families may wish to engage with:
http://www.simonsideprimary.org/learning-home-school-closure-resources/

Support for Parents/Carers:

Where children do not have access to online resources, and this is communicated with us, we will offer a 'no or low-tech' solution; this will mirror – as far as possible – the online tasks and activities which have been provided by the school. Paper-based

remote learning packs will contain sufficient work for at least 1 week, and will be ready for parents/carers to collect from school as soon as possible during the first week of remote education. Where families are isolating and cannot leave home due to illness, or where they are shielding, school will endeavor to deliver the packs to the child's home address.

Where children have no, or limited, access to online learning resources, and they are eligible for the Government scheme for digital devices, school will liaise with the Local Authority to ensure devices are ordered promptly and delivered to children as soon as possible during any periods of remote education.

If future national/local lockdowns are enforced, resulting in prolonged periods of remote education, the school will endeavor to support any children with limited access to a device via support from the Local Authority device loaning facility.

DURATION & REVIEW

This policy will remain in place for the period of the COVID-19 outbreak, and will be reviewed as part of the school's ongoing response to the pandemic. The policy may be amended in light of further changes to Government policy and/or legislation in respect of continuing education provision for children during periods of remote learning.

Policy Implemented: September 2020

Review Date: Ongoing

APPENDIX 1

Resources to support Home Learning

If your child is not attending school due to isolation, or you have chosen to keep them at home (and they are not ill), please use the following resources to continue their learning at home.

Please remember, that - providing children are not ill - it is an expectation that they complete home learning regularly, and upload any completed work to Seesaw.

To upload work to Seesaw, please take a photograph, video or screen recording, which can then be posted using the Seesaw app (we recommend using the child's home learning QR code to do this, rather than the family app):

https://classroom.thenational.academy/schedule-by-year
(Please select your child's year group, or the year group below if you feel that your child needs a little more support)

Below is a suggested timetable that you may like to follow:

	Maths Warm Up / x table recall	Maths*	Activity Break	Reading	Phonics / Spelling*	English*	Activity Break	Project / Wider Curriculum*	RE / PSHE
Mon									
Tues	**Times Table Rockstars** https://play.ttrocksta rs.com/au th/school/ student		Go Noodle	Reading Eggs	Your child's class teacher will send phonics / spelling work on Seesaw	Oak Academy Schedule	Go Noodle	Oak Academy Schedule	**FRIDAY ONLY:** Oak Academy Schedule
Wed		Oak Academy Schedule							
Thurs	**Mathletics** Follow up with work from previous Maths lesson on	https://classro om.thenation al.academy/s chedule-by-ye ar	https://fa mily.gon oodle.co m/?show _user_typ e_select= true	https://r eading eggs.co .uk/sign up1/		https://classroo m.thenational. academy/sche dule-by-year	https://f amily.go noodle. com/?s how_us er_type_ select=tr ue	https://classroo m.thenational.a cademy/sched ule-by-year	https://classr oom.thenatio nal.academy /schedule-by -year
Fri	https://log in.mathleti cs.com/								

* Providing staff are well enough to do so, your child's class teacher may send additional work to support learning in these subjects, via Seesaw.