

# Covid-19 Policy for Teaching and Learning 2020-2021



A policy for Teaching and Learning during the  
Covid-19 pandemic

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### Teaching and Learning in school based lessons during Covid-19

From September 2020 during the Covid-19 pandemic students have returned to full time education. Murray Park School has instigated safety measures in line with government guidance and this has had an impact upon teaching and learning within the school. All classrooms now have clear demarcation at the front of the class and staff are recommended to remain within that area as often as possible. When staff wish to support students, and if this necessitates moving outside of the marked zone, staff should remain at a distance of at least one metre and are able to wear PPE if they wish to do so. Students have been instructed to stay in their seats during lessons and to not wander around the classroom or work in groups in order to try and support social distancing. They have also been instructed to use anti-bacterial wipes at the start and end of lessons to wipe down desk and any equipment used in class, i.e. glue sticks, scissors etc. All wipes should be disposed of in the pedal bins at the front of the classroom and anti-bacterial wipes and anti-bacterial gel have been provided in every classroom.

With regards to the marking of work, staff should ask students to submit homework or assessment pieces online via Microsoft Teams, which will then allow work to be marked and returned online, thus cutting the risk of spreading the virus on paperwork. Where this is not possible, homework or assessment pieces should be left for 72 hours before being marked and then returned 72 hours later, again removing the risk of infection. Staff should also practice good hygiene measures with regards to hand sanitising whilst marking work. In terms of the marking of books, staff should follow the new marking policy which allows for the use of whole class feedback and a greater emphasis on students assessing their own work and responding to errors or areas for development. Where teacher input is seen in books, staff should practice good hand sanitising measures.

### Teaching and learning in the event of a 'bubble' quarantine

In the event of an entire year group being asked to self-isolate at home, work will be set by classroom teachers for students online via Microsoft Teams. Files and resources will be uploaded to the relevant Teams sections for each class and students will be expected to complete the tasks set and return them to their classroom teacher via e-mail or using the Microsoft Teams platform. The same timetable will continue so that there is a continuation of the full curriculum being taught. In cases where the student does not have access to a computer and/or the internet, paper work packs will be posted out for them to complete

during their period of quarantine. Paper based work can then be returned to teachers once the student has finished quarantining so that the work can be marked.

### **Teaching and learning in the event of a localised lockdown**

As the pandemic develops and until a vaccine is found, there is a chance that localised lockdowns will come into force, which could cause the closure of Murray Park School. As with a year group quarantine, in the event of an entire year group being asked to self-isolate at home, work will be set by classroom teachers for students online via Microsoft Teams. Files and resources will be uploaded to the relevant Teams sections for each class and students will be expected to complete the tasks set and return them to their classroom teacher via e-mail or using the Microsoft Teams platform. The same timetable will continue so that there is a continuation of the full curriculum being taught. In cases where the student does not have access to a computer and/or the internet, paper work packs will be posted out for them to complete during their period of quarantine. Paper based work can then be returned to teachers once the student has finished quarantining so that the work can be marked. Parents and guardians will be informed via email or phone if students do not appear to be engaging with the work set so that they can support staff in monitoring the completion of work.

### **Teaching and learning for students in quarantine**

Covid-19 has led to students facing the need to quarantine should they, or a family member, show symptoms of coronavirus or, in rare cases, should students still need to shield themselves due to a medical condition. In these instances Murray Park School still has a moral and statutory obligation to provide education to our students. In instances where students are in quarantine, staff will be informed by the Head of Year that work is required and work will then be uploaded onto Microsoft Teams for students to complete with relevant resources uploaded to the files section of the platform. Staff can support online resources via a Loom video link, which is then uploaded to the Microsoft Teams platform, or a recorded presentation directly via Microsoft Teams. Students will then be asked to complete work and return any completed tasks online via Microsoft Teams or email it to their classroom teacher. In cases where the student does not have access to a computer and/or the internet, paper work packs will be posted out for them to complete during their period of quarantine. Paper based work can then be returned to teachers once the student has finished quarantining so that the work can be marked.

### **Online safety for students and staff**

Virtual or remote learning still necessitates the usual safeguarding considerations to support both students and staff at Murray Park School. Staff should report any concerns to Becky Somes as DSL and/or Gill Morley as DDSL immediately via e-mail. Staff should ensure that all online communication with students is professional at all times. Staff are not expected to deliver live lessons via Microsoft Teams, however if they wish to do so then it is recommended that they deliver lessons with their camera blocked and a voice over only. Should there be an absolute need for the teacher to appear on camera, if delivering a Science

experiment for example, they should ensure that their background is neutral and that they are in a neutral setting within their home, i.e. the kitchen table or office.

### **Staff wellbeing throughout Covid-19**

The Covid-19 pandemic has been thoroughly unprecedented and staff do need to ensure that they support their own mental wellbeing. Staff have already been informed that they are able to work from home when possible, that the school site will be shut earlier than usual to encourage staff to be at home and that they are entitled to a 'wellbeing hour' where they are encouraged to leave school and not take work with them. In addition, should there be a localised lockdown, it is recommended that staff only mark assessment pieces where applicable and provide whole class feedback as opposed to marking every piece of work emailed in. Staff are also encouraged to use online lessons provided by the Oak National Academy, which has provided a bank of free resources for students to access online. Staff are also encouraged to speak to their line managers should they feel that they have concerns or worries about working in the current climate.