General Information:

'Remote learning' refers to children learning in an environment away from their normal school classroom i.e. at home. This is done out of necessity, in a situation where it is not possible for children to be taught in school. i.e. a national school closure due to a pandemic. This is not the same as 'home-schooling'. 'Home-schooling' is where parents choose to educate their children themselves at home, rather than sending them to school.

What to expect:

Throughout a working week, 'remote learning' will take a variety of forms – and there will be a mixture of:

- **Pre-recorded lessons by the child's normal teacher**. In these lessons, there will be some input from the teacher, followed by the instruction to pause the video to complete a task at their own pace. The child will then resume the video for the next part of the lesson and so on. There will usually be opportunities throughout the video for children to assess their learning.
- **Live video lessons by the child's normal teacher.** Children are expected to attend these sessions via Zoom and make a contribution. Children should be familiar with what is expected of them in these sessions. These sessions should be used for children to get feedback on their learning. Live lessons will also be used to check on a child's wellbeing and create opportunities for them to see and talk to their peers, with a teacher present.
- **Pre-recorded lessons from someone/somewhere else.** These lessons will take a similar form to the lessons provided by their normal teacher.
- **Independent work/follow on tasks.** These will be downloadable resources, such as worksheets, from the class webpage. Where possible, these should be on-screen and completed in exercise books, rather than the requirement to print them. These tasks should link to/follow on from either pre-recorded or live lessons.
- **Independent research/project work.** This will generally be topic-based projects for children to work on at their own pace.

Children are expected to do daily independent reading, using the e-books on Bug Club – and learn their weekly spellings.

Top Tips and Guidance for Teachers when Teaching Online

In order to provide high-quality teaching and learning online it is important that all stakeholders are kept safe. All guidelines exist in conjunction with the 'Keeping Children Safe in Education 2020-2021' policy. The following guidelines are to be adhered to by parents, children and teachers in order to provide a safe, secure and effective online community for all.

Prior to Online Session…

- Create meeting with one time zoom code and class name password to log on. Send information class webpage.
- Ensure the meeting setting has a waiting room and all participants microphones are set to mute.
- If children have cameras off, either request them to switch on or speak to you to identify the child.
- Do not record live Zoom sessions.
- Appropriate clothing should be worn while teaching
- Children are to log on with their first names in the box for you to identify them in the waiting room.
- All recordings, screenshots and pictures should be stored inline with the GDPR and ICT/Safeguarding policy.
- Read the *Guidelines for Parents: Online Lessons* and *Top Tips for Children when Participating Online* documents within this policy. All three work in conjunction with each other.
- The same behaviour expectations that are set within a classroom apply to the Zoom meeting and the teacher retains the right to terminate a pupil's participation.
- Recording, photos or screenshots of the Zoom meeting are not allowed by participants.
- Any safeguarding concerns are to be reported to the DSL through the channels detailed in the School Safeguarding Policy.

Guidelines for Parents: Online Lessons

At St. Christopher's we are committed to providing high-quality home learning for all children and ensuring that they receive the very best education possible during these unprecedented times. It is important to keep our children safe including when accessing online lessons. In order to do this we have created some online rules and guidance to be adhered to and will ensure that everyone is safe, happy and taking part in effective and high-quality learning

Guidelines for Successful Online Learning

- By accepting the Zoom meeting ID and joining the meeting, with parental responsibility, you agree to the terms set out in this document.
- Where possible, sessions should supervised by adult to deal with any technical difficulties.
- A quiet learning zone and blank background is preferable and ensure the setting for the call is appropriate if others could be seen.
- Headphones may be helpful for your child to retain concentration
- Attendees and any person who could be seen during the session should be dressed appropriately.
- The meeting ID is to remain confidential and not to be shared to anyone that it was not designated to.
- Recording, photos or screenshots of the Zoom meeting are not allowed by participants.
- The same behaviour expectations that are set within a classroom apply to the Zoom meeting and the teacher retains the right to terminate a pupil's participation.
- Please read the *Top Tips for Children when Participating Online* Document **with your child** prior to their first session.
- If you have any serious concerns regarding online sessions or provision please contact the school office who will put you in touch with the relevant member of staff.

Top Tips for Children when Participating Online

We know that you are brilliant learners with fabulous learning behaviours at school. Here are some top tips for you to 'let your light shine' during online lessons, assemblies and check-ins. Be sure to read through these before you join your session to help you, your friends and your teachers make every session great!

Before you log on…

- Get yourself in a quiet learning space if you can
- Have all of your equipment ready for the lesson
- Wear sensible clothes for learning.
- Make sure you are comfy, so you don't have to leave the screen and miss anything important.
- Have a drink with you just in case you get thirsty
- Put your first name only on the zoom name – no silly screen names, please.

When you are logged on…

- Mute your microphone when you are not talking
- Try to keep any distractions away for the lesson time- unless your teacher asks to meet your cat or family pet.
- Be present in the Zoom Room – don't record, take photos or screenshots of the Zoom meeting.
- Use the reactions button to engage with your class
- Think before you write anything in the chat box
- Remember that we have the same behaviour expectations that are set within a classroom.
- Try to enjoy your sessions – it is a very special time.