

Remote Learning Protocols PARENT INFORMATION

'Where a class, group or small number of pupils needs to self-isolate, or there is a local lockdown requiring pupils to remain at home, we expect schools to have the capacity to offer immediate remote education.' DfE Guidance.

Our Key Principles:

- Work for Home Learning needs to be provided 'immediately' that they are away from school for COVID reasons. (E.g 'X' in the register)
- Work set will mirror what happens in class as closely as possible.
- Lessons will be sequenced to allow skill build up, review and progression.
- We recommend children wear headphones to listen to remote teaching if possible. This blocks out external sounds.
- Work provided will be as simple as possible to prepare and organise to prevent Teacher's workload being unsustainable.
- Where possible, use Oak National Academy, SATS Companion, BBC Bitesize, Primary Stars, TT Rockstars, White Rose, Hamilton Trust and Spelling/Maths Shed or other online videos, to ensure easy access and appropriate content.
- Please contact your child's class teacher if worksheets cannot be printed out at home.
- Children / Parents will need to upload photos of the work they have done to Google Classroom. This will receive a brief review and comment from the Teacher. DfE Guidance details feedback and support is to be provided. Comments will be brief, encouraging and support learning where possible. NB: If Teachers are working from home during isolation, there will be more feedback offered than if they are teaching at school.
- Teachers will be looking at work, commenting and uploading at any time which is manageable. Parents are free to upload, message and make contact at any time, but staff will only be available and working during their working hours. If you have an emergency always phone the school office 01234 326335 or email: admin@goldingtongreenacademy.co.uk
- Twice weekly contact will need to be made with children (Unless the whole bubble is closed and it will be daily by Google Classroom/Zoom) This will be done through either Google Classroom, Zoom or by telephone depending on which works best and is suitable.
- SEN / EHCP / Safeguarding Children will receive additional contact from the Inclusion Team.

In addition to the above please see the protocols for joining "live" sessions:

1. Parents or pupils must not share the zoom link/Google Classroom links with anyone other than the pupils who should be accessing the assembly/lesson.
2. Participants must join the assembly/lesson by the start time and remain in the assembly/lesson for its duration.
3. Your child will only be allowed to join the assembly/lesson if they use their full name.
4. Participants must keep their cameras on and be visible on screen for the duration of the assembly/lesson.
5. Participants must be appropriately dressed to attend assemblies/lessons. Whilst school uniform is not necessary, participants must ensure they are dressed in an inoffensive and appropriate manner.
6. Parents should supervise their children during live sessions to ensure that their behaviour is appropriate.

7. Participants must be in an appropriate location to attend the assembly/lesson, this should be somewhere quiet e.g. dining room table. This should not be a bedroom or bathroom.
8. Participants must not record or take screenshots of the assembly/lesson, the host or of other participants.
9. If the staff member's internet connection drops out, parents must ensure pupils log out immediately and try to re-join the meeting allowing the teacher to re start it.
10. Participants must give their full attention to the assembly and must not use phones or other devices during the assembly/lesson.
11. Participants must not communicate or share anything with other participants in any way during the assembly/lesson, or take an active part in the assembly in any way unless invited to by the host.
12. If a participant becomes aware of the breaking of these rules, or of any other poor behaviour online from others, they must report this to their class teacher as soon as possible.
13. Parents must share any concerns via email to the class teacher or SLT lead or Headteacher.
14. The "chat" facility will be copied and pasted by the class teacher following the live session in order to monitor the appropriate use of this facility. Any pupils using this inappropriately will be muted.

As you would expect, any significant breach of these rules will be taken very seriously.

There are a number of scenarios where Blended and Remote Learning may be needed:

Scenario A: A few children / one child in the class is isolating due to symptoms or family members with symptoms. This may be a short period of home learning until a negative test is through.

Scenario B: A positive test is received by a child / staff member and Public Health England guidance is to close a bubble.

Scenario C: Whole School Closure

The table details what is expected for those children not in school.

Scenario A: Individual Children isolating	Scenario B: Bubbles close and Isolate	Scenario C: Full School Closure
<u>Curriculum Provision</u> Provide a Timetable for the week. (Uploaded to Class Page on Google Classroom on a weekly basis, also on the school website) Including: Signposting children to specific online lessons and detail in which order they are to be completed. Daily expectation: 1 X Maths 1 X Literacy / English	NB: If staff are isolating and 'well' they will be working from home for the duration of the isolation period. If staff are unwell, other arrangements will be made until the staff member is well enough to take over. <u>Curriculum Provision</u> Provide a timetable for the week detailing what children should be doing and when. Daily Expectation:	The expectation at this level is the same as if a whole bubble has closed. In addition to this Senior Staff will: Post information updates on Google Classroom when required. Collective Worship will be uploaded where possible to Google Classroom for children to take part in at home.

<p>Reading / Spelling Practice 1 x pm session linked to timetabled teaching each day</p> <p>Across the week we will have covered English, Maths Science, RE and Values, Topic (through Hist/Geog/Art or DT) and anything else which is possible or realistic.</p>	<p>1 x Maths 1 x Literacy / English Reading / Spelling Practice 1 x pm session linked to timetabled teaching each day.</p> <p>At least one of the lessons provided needs to involve direct contact either on Google Classroom through a video or through zoom. The rest can be from online sources.</p> <p>Across the week you should have covered English, Maths Science, RE and Values, Topic (through Hist/Geog/Art or DT) and anything else which is possible or realistic.</p>	
<p><u>Contact</u> Plan in 1 x phone call a week and 1 x Zoom catch up in the week.</p>	<p><u>Contact</u> Daily contact with Google Classroom, Zoom or over the telephone where appropriate. Daily contact is expected at this level of remote learning This will also include Celebration Assembly for the isolating class.</p>	<p><u>Contact</u> As described in Scenario B</p>
<p><u>Assessment and Feedback:</u> Every 2 or 3 days review the work submitted and offer some feedback. This will be light touch, focus on successes and key areas for development. These may include next steps which are basic skills led. E.g. handwriting, phonics, GPS, presentation etc.</p>	<p><u>Assessment and Feedback:</u> Staff will regularly check Google Classroom for work which has been uploaded. Staff will review work in same way as Scenario A.</p>	<p><u>Assessment and Feedback:</u> Staff will regularly check Google classroom for work which has been uploaded. Staff will review work in same way as Scenario A.</p>

This Remote Learning offer will be reviewed regularly in order to ensure it is up to date and responsive to the needs of the children.

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