



Remote/Blended Learning Autumn 2020





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Introduction

During the school closures in response to the coronavirus (COVID-19) outbreak in the UK, schools found they had to quickly adapt to providing pupils with learning opportunities they could access from home. Over the course of the subsequent lockdown period, school leaders and teachers had to develop systems for delivering home learning to their pupils for a significant amount of time. Now that schools have reopened to all pupils and classroom learning is returning largely to 'normal', it is more important than ever to have a plan in place to support any potential home learning for classes, year groups or the whole school, should a need to isolate or close again happen during the ongoing pandemic.

To be fully prepared in the event of future closures, partial closures or isolation of bubbles, English Martyrs' has carefully considered, consulted on and developed this policy for remote learning. The overarching goal is to enable pupils to access high-quality teaching and learning even when they are unable to attend school. The policy outlines how teachers and other school staff will work to provide remote learning, whether they are delivering blended learning through the provision of both in-school and online lessons, or only accessing online home learning.

Aims

The aims of this policy are in line with current government guidance on schools reopening from September 2020. The specific aims are:

- ✚ to plan and outline how and when the remote learning policy will be implemented in English Martyrs';
- ✚ to support all pupils in their access to high- quality remote teaching and learning;
- ✚ to provide a clear remote learning strategy, including how and when learning should be assigned remotely, how it will be communicated, how pupils will submit work and how they will receive feedback on submitted work;
- ✚ to anticipate, identify and address any concerns associated with remote learning, relating to safeguarding, data protection, and health and safety;
- ✚ to make staff roles and responsibilities clear in relation to remote learning;
- ✚ to declare the software and online tools approved for use by English Martyrs' to support remote learning;
- ✚ to declare how and when English Martyrs' will support the delivery of home learning by staff, including the possible provision of hardware.



Section One: Remote Learning Strategy

Circumstances where this policy will become operational

The systems and procedures outlined in this remote learning policy will come into effect under any of the following circumstances:

- ✓ a pupil, groups of pupils, class or bubble are required to self-isolate at home
- ✓ in the implementation of a local area lockdown and subsequent school closure
- ✓ if a member of staff is required to self-isolate but able to work from home

We have developed a Blended Learning Programme in order to ensure that our children's learning will not be interrupted if school needs to have partial or full closure using a Teaching & Learning platform linked to our school website.

The current programme consists of 4 parts: -

Part 1 - When school is informed that a child has to self-isolate due to having a positive test or a family member testing positive, a link is texted to parents directing them to their child's Class page on the T&L platform via the school website. The class Recovery Curriculum which uses OAK NATIONAL ACADEMY mapped against school's long-term plans with hyperlinks to access learning. There is an evaluation of learning task to complete when self-isolation is finished.

Part 2 - An individual education plan will be developed for those pupils who are SHIELDING.

Part 3- Skills based learning, specific for each year group are located on the school website if whole class /bubble needs to self-isolate for 14 day following a confirmed case of COVID 19. This has been prepared for the Deputy Head. (for PARTIAL CLOSURE)

Part 4a - Digital Learning plans, using OAK NATIONAL ACADEMY; as mentioned in Part 1, will use in the first instance if we go into FULL CLOSURE, until school Digital Learning Plan is fully operational.

Part 4b - Class page on the Teaching & Learning platform will house all online learning so that pupils can access their teacher remote learning resources, if Year groups go into partial closure for 14 days self-isolation, or if school goes into FULL CLOSURE.



Flexible Approach

Keeping regular learning going during the period that schools are closed is of great importance to reduce the impact on children's education, however we understand that everyone's circumstances at home will be different. Some families have one child to support while others have several. Some families have one device to share while others may have more - and some things may work differently on different devices. Some parents will have plenty of time to help their children learn, while others will be working from home and may have much less time and some children will be able to work more independently than others or need greater challenge.

Due to this we are providing a flexible approach to remote learning delivered will be a mixture of both live and pre-recorded content, as well as online learning resources to facilitate learning for household with more than 1 child or limited access to devices. All remote learning will take place via the Teaching & learning platform of the school website.

Systems and digital workspaces

All work will be on the Teaching and Learning platform on the school website via pupil's login page. Work can be accessed by using a tablet or a PC. Information collected via survey monkey has provided school with a full list of the ability for families to access remote learning at home and made the following provision

1. For pupils with no device or internet access paper copies have been prepared.
2. For pupils who have no device we have been allocated 42 devices via the DfE system which can be order if partial or full lockdown takes place. We have additional school devices that can be allocated
3. For families with more than 2 children an additional device may be allocated from school's devices.

Lesson sequences and content

Teachers will deliver lessons each day following a weekly sequence format outlined below

Lesson	Day
Zoom 'live' sessions	Monday, Wednesday, Friday
English	Daily
Maths	Daily
History/Geography	2 lessons per week
Science	2 lessons per week
Art/Design Technology	2 lessons per week
Friday morning celebration - zoom	Live each Friday afternoon
Additional	Daily Check and Life story with Zumos Weekly Worship and PSHCE assembly with Miss Elliott & SLT



Communication and visibility

Communication will take place in the following scenarios: teacher to teacher, teacher to class and where necessary and/or appropriate teachers to parents. Friday afternoon will be dedicated to feedback between Teacher and pupils via the class email system.

Timetabled live whole class chats will take place each Monday and Friday, with Friday incorporating the celebration assembly and support staff posting celebration Postcards home.

Teacher will pre-record lessons by

- * broadcast lessons in which they share their screen with pupils to show slides and annotations.
- * record 'live' lesson input and upload to website dashboard to be viewed by pupils
- * Set a range of independent tasks that follow on from teacher input and upload to website dashboard to be accessed by pupils. For children in the early years, teachers set activities that reflect the 'learning through play' approach of the early year's curriculum

Pupils with feedback

Teachers will feedback using a variety of forms. Automatic on-screen marking will give instant feedback i.e. quizzes, MyMaths, spag.com etc.

Misconceptions can be addressed used using the class discussion part of the Teaching & Learning platform

Additional work or photographs can be uploaded to the class page on the Teaching & Learning platform

Pupil Engagement

Daily registration will be via Zumos 'check in' and monitored and followed up by class support staff. Children who have not checked in each morning will be contacted by staff in the afternoon. Zumos 'Lifebook' will be completed each day as a means to monitor how the children are doing at home and monitored by class support staff. Online system; MyMaths, spag.com, Timestable Rockstar and Floppy's phonics will be used to monitor pupil engagement online. Pupil's will long in daily to the Teaching & Learning platform to access notice and planned work.

Parental Engagement

Class emails will be used by parents to communicate with class teachers



Section Two: Safeguarding, Health and Safety Considerations

Security and online safety

With the increased use of digital technologies that comes with remote learning, safeguarding implications need careful consideration.

Safety feature on T&L platform

Within the Teaching and Learning platform a whistle symbol can be used by pupils to alert senior staff if they have concerns.

A 1,000-word black list is enabled to ensure pupils do not use inappropriate language, and an alert will be sent to the teacher if a pupil attempts to use a word on this list.

Parents are advised to spend time speaking with their child(ren) about online safety and reminding them of the importance of reporting to an adult anything that makes them feel uncomfortable online. While we will be doing our best to ensure links shared are appropriate, there may be tailored advertising which displays differently in your household or other changes beyond our control.

Online safety concerns should still be reported to a Safeguarding Leads (Senior Leadership Team -Miss Elliott, Mr Kennedy, Mr Young) by emailing safeguarding@englishmartyrsch.uk

The following websites offer useful support:

- ❖ [Childline](#) - for support
- ❖ [UK Safer Internet Centre](#) - to report and remove harmful online content
- ❖ [CEOP](#) - for advice on making a report about online abuse
<https://www.ceop.police.uk/safety-centre/>

In addition, the following sites are an excellent source of advice and information:

- [Internet matters](#) - for support for parents and carers to keep their children safe online
- [Net-Aware](#) - for support for parents and careers from the NSPCC
- [Thinkuknow](#) - for advice from the National Crime Agency to stay safe online

Staff should continue to be vigilant at this time and follow our usual online safety and safeguarding / child protection policies and procedures, contacting a safeguarding lead directly by phone in the first instance.

Links to other policies (available on the website):

Safeguarding / Child Protection Policy

Online Safety Policy / Acceptable Use Agreements

Behaviour Management Policy

Guidance for Safer Working Practice for Those Working with Children

Data Protection / GDPR Policy

Promoting good digital citizenship

Workload

A balanced approach will be taken between live and pre-recorded content, as well online resources purchased by school, i.e. MyMaths.



Section Three: Software and Hardware

Software

Work will be set using the following

MyMaths

Spag.com

Timestable Rockstars

Oxford Owls - e book library

Oxford Owls Floppy's phonics

Oxford Owls - letters and sounds e book library

Eschools Teaching and Learning platform (website)

Staff Hardware in school

Teaching staff will have access to their class laptop and school iPad to provide remote learning.

Support staff will have access to the school iPad

Hardware for teachers when working from home

Teaching staff will have access to their class laptop and school iPad to provide remote learning.

Support staff will have access to the school iPad.



Section Four: Roles and responsibilities

Teachers

When providing remote learning, teachers must be available during their normal work hours.

If they're unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure

When providing remote learning, teachers are responsible for:

- ✓ Setting work for the classes that they teach
- ✓ Providing feedback on work
- ✓ Attending virtual meetings with staff, parents and pupils

Support Staff

When assisting with remote learning, teaching assistants must be available during their normal work hours.

If they're unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

When assisting with remote learning, teaching assistants are responsible for:

- ✓ Keeping in touch with pupils who aren't in school and their parents
- ✓ Monitor attendance at Monday and Friday Zoom chats and follow up none attendance by recording via CPOMS and telephone contact (when working from school) or emailing SLT when working from home.
- ✓ Daily monitoring of Zumos 'Check in' registration and follow up none engagement by recording on CPOMS telephone contact (when working from school) or emailing SLT when working from home.
- ✓ Support the delivery of FSM or any paper home learning packs
- ✓ Attending virtual meetings

Senior leaders (DSL)

Alongside any teaching responsibilities, senior leaders are responsible for:

- ✓ Co-ordinating the remote learning approach across the school - if you've assigned one member of staff to lead on this, highlight them here
- ✓ Monitoring the effectiveness of remote learning - explain how they'll do this, such as through regular meetings with teachers and subject leaders, reviewing work set or reaching out for feedback from pupils and parents
- ✓ Monitoring the security of remote learning systems, including data protection and safeguarding considerations
- ✓ Monitor the engagement of the most vulnerable i.e. SEND, LAC



Family Support Worker

The FSW is responsible for:

- ✓ Weekly contact of RED and AMBER families within school Vulnerable learner list
- ✓ Delivery of FSM and home learning packs where necessary
- ✓ Check CPOMS daily for attendance concerns
- ✓ Liaise with outside agencies including Operation Encompass and Social Services

Pupils

Staff can expect pupils learning remotely to:

- ✓ Check in each morning using Zumos and completed Life book at the end of each day.
- ✓ Attend each Monday and Friday zoom chat
- ✓ Complete work to the deadline set by teachers
- ✓ Seek help if they need it, from teachers or teaching assistants
- ✓ Alert teachers if they're not able to complete work

Parents

Staff can expect parents with children learning remotely to:

- ✚ Be contactable during the school day - although consider they may not always be in front of a device the entire time
- ✚ Make the school aware if their child is sick or otherwise can't complete work
- ✚ Seek help from the school if they need it - if you know of any resources staff should point parents towards if they're struggling, include those here
- ✚ Be respectful when making any complaints or concerns known to staff

Governing board

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