



## OUR LADY & ST THOMAS RCVA PRIMARY SCHOOL



### Remote Learning Policy

*"You are unique, talented and loved by God"*

#### Specific Aims

- To outline our approach for pupils that will not be attending school, as a result of government guidance or the closure of a class bubble
- To outline our expectations for staff who will not be attending school due to self-isolation but are otherwise fit and healthy and able to continue supporting teaching, marking and planning for pupils.

#### Who is the policy applicable to?

Every child is expected to attend school from September 1<sup>st</sup> 2020. In line with government guidance, pupils, staff and families should self-isolate if they display any of the following symptoms:

- o A continuous, dry cough
- o A high temperature above 37.8°C
- o A loss of, or change to, their sense of smell or taste
- o Have had access to a test and this has returned a positive result for Covid-19

This policy is intended to outline expectations for class bubble or partial school closure, rather than individual cases.

#### Remote learning for pupils

All staff and pupils are trained in the use of our online learning platform - Google Classroom. Each family in our school has been issued with individual log on names and passwords.

The school has made a significant investment in Google Chrome books to ensure every child in KS2 has access to a device in pairs and are confident in how to access work on their class platform and also how to contact their teachers and be supported remotely. Work will be uploaded onto the class page and deadlines set. In KS1 parents will be able to access plans daily with links, online videos and work for the children to complete.

Mrs Pearson and Mr Nick Hartley are our administrators and have access to the whole school accounts. Mrs Veitch as the Head teacher also has access for Safeguarding.

Pupils will also have a safe space to chat online with classmates and teachers. Children in KS2 will also be taught how to log into Google Meet for any face to face sessions planned. This is also for well-being and safeguarding purposes.

#### Teacher expectations

Teachers will plan lessons that are relevant to the curriculum focus for that year group and endeavour to supply resources to support tasks for home learners. Work for the week in English, Maths and other subjects will be posted on the Google Classroom weekly.

- o Links to daily English lessons –
- o Links to daily Maths lessons – White Rose
- o Worksheets to accompany lessons

- Any resources used, including websites and worksheets, should, where possible, be shared with home learners. Staff will add these resources to their Google Classroom to be completed electronically or it will be the responsibility of families to print/use these resources at home (or contact the school to ask for a 'paper pack')
- Teachers will respond promptly, within reason, to requests for support from families at home. This should be done via email. Staff and parents should communicate via the class email address. All parents aware how to contact their Class teacher, Head teacher and Office staff.

[Class1@olstlearning.net](mailto:Class1@olstlearning.net)

[Class2@olstlearning.net](mailto:Class2@olstlearning.net)

[Class3@olstlearning.net](mailto:Class3@olstlearning.net)

[Class4@olstlearning.net](mailto:Class4@olstlearning.net)

[Class5@olstlearning.net](mailto:Class5@olstlearning.net)

[office@olstlearning.net](mailto:office@olstlearning.net)

[head@olstlearning.net](mailto:head@olstlearning.net)

- Mr Hartley is available via his helpdesk to support any issues for staff.

### **Family (pupil/parent/guardian) role:**

- Where possible, it is beneficial for young people to maintain a regular and familiar routine. Our Lady and St Thomas RC Primary would recommend that each 'school day' maintains structure.
- If a class bubble is isolated, the children will be sent home with their home reading book in addition to their English and maths books – this is so that work that children complete at home can be kept safe, ideally in their exercise books, and can be brought back to school when safe to do so.
- Should anything be unclear in the work that is set, parents can communicate with class teachers via the class email address or by contacting the school office. They should make clear which year group and subject the question relates to.
- We would encourage parents to support their children's work, by viewing the work set together, and then making appropriate plans to complete the work. This can include finding an appropriate place to work and, to the best of their ability, supporting pupils with work encouraging them to work with good levels of concentration.
- Every effort will be made by staff to ensure that work is set promptly on appropriate platforms but school cannot guarantee that the chosen platforms will work on all devices. Should accessing work be an issue, parents should contact school promptly and alternative solutions will be made available (e.g. paper copies of work, loan of Chrome books etc). These will be discussed on a case-to-case basis.

### **Remote teaching for staff who are self-isolating**

Teaching staff are required to self-isolate if they show symptoms outlined at the start of this policy, if a member of their household has a positive test or whilst awaiting a test result as per the guidance. If a member of staff is required to self-isolate, they are expected to:

- Follow normal reporting procedure for planned absence.
- Following contact with school, we may set up a referral to Occupational Health to support that individual.

- It is expected that staff get tested. Should a staff member be tested, it is expected, as per national guidance, to share the result of this test with school so that appropriate plans can be made.
- Whilst self-isolating, and if able to do so, non-teaching staff will be given an individual project to work on which is in line with whole school improvement priorities or asked to support with the online learning provision for their year group. These projects will be communicated by the Senior Leadership Team and will be allocated on a case-by-case basis.
- If unwell themselves, teachers will be covered by another staff member for the sharing of activities. Communication and planning during this time will not be undertaken until the teacher is fit to work. We have planned a two week block of emergency plans should a teacher be ill that we can upload and support pupils whilst the member of staff recovers.